DOCUMENT RESUME

ED 094 124 95 CE 001 619

TITLE	Adult Career Education Counseling and Guidance Literature Resource.
INSTITUTION	Northwest Regional Educational Lab., Portland, Oreg.
SPONS AGENCY	Office of Education (DHEW), Washington, D.C.
PUB DATE	Apr 74
GRANT	OEG-0-73-5225
NOTE	895p.
AVAILABLE FROM	Northwest Regional Educational Laboratory, Lindsay Building, 710 S.W. Second Avenue, Portland, Oregon 97204
EDRS PRICE	MF-$1.50 HC Not Available from EDRS. PLUS POSTAGE
DESCRIPTORS	Adult Basic Education; *Adult Counseling; Adult Education; Adult Education Programs; Adult Students; *Annotated Bibliographies; *Career Education; Classification; Counselors; *Counselor Training; *Guidance; Literature Reviews
IDENTIFIERS	Adult Career Education Counseling Project

ABSTRACT

The Adult Career Education Counseling Project classified 800 documents relevant to the competencies needed by counselors of adults and has presented them in a classification schema of seven major categories: (1) Counseling and Guidance, (2) Adult Counseling and Guidance, (3) Adult Education, (4) Career Education, (5) Competencies, (6) Training, and (7) Adulthood. Each document was assigned a category or subcategory number. Within each of these major categories a materials resume can be found listed alphabetically according to the author's name. Each materials resume contains the following relevant information: (1) classification, (2) author, (3) title, (4) price, (5) date, (6) pages, (7) source, (8) media, (9) orientation, and (10) subject content. Seven special items have been reviewed at length. Project staff members felt these materials provided an especially good overview of project areas of particular concern, special insights to individual objectives, or general background information which may be of significance to the user. Search procedural information is appended. (BP)

U.S. DEPARTMENT OF HEALTH
EDUCATION & WELFARE
NATIONAL INSTITUTE OF
EDUCATION
THIS DOCUMENT HAS BEEN REPRO
DUCED EXACTLY AS RECEIVED FROM
THE PERSON OR ORGANIZATION ORIGIN
ATING IT POINTS OF VIEW OR OPINIONS
STATED DO NOT NECESSARILY REPRE
SENT OFFICIAL NATIONAL INSTITUTE OF
EDUCATION POSITION OR POLICY

PERMISSION TO REPRODUCE THIS
COPYRIGHTED MATERIAL BY MICRO
FICHE ONLY HAS BEEN GRANTED BY
John Hartwig, Dr.
Northwest Regional EdLb
TO ERIC AND ORGANIZATIONS OPERAT
ING UNDER AGREEMENTS WITH THE NA
TIONAL INSTITUTE OF EDUCATION
FURTHER REPRODUCTION OUTSIDE
THE ERIC SYSTEM REQUIRES PERMIS
SION OF THE COPYRIGHT OWNER

ED 094124

ADULT CAREER EDUCATION
COUNSELING & GUIDANCE
LITERATURE RESOURCE*

Northwest Regional Educational Laboratory
710 S. W. Second Avenue
Portland, Oregon 97204

April, 1974

*nearly everything you wanted to know about acecg but didn't know where to look

This work is submitted in confidence and has not as yet been published. The recipient receives the work in confidence and will use the same only for the purpose for which it is tendered to him.

Pursuant to a contract with the U. S. Office of Education, contract No. OEG-0-73-5225.

Published by the Northwest Regional Educational Laboratory, a private nonprofit corporation supported in part as a regional educational laboratory by funds from the United States Office of Education, Department of Health, Education and Welfare. The opinions expressed in this publication do not necessarily reflect the position or policy of the Office of Education, and no official endorsement by the Office of Education should be inferred.

Acknowledgments

This document was completed only through the cooperation, guidance, interest, and assistance of many individuals who devoted their time, effort and expertise towards this end goal.

A note of recognition is paid to Dr. Douglas Towne who served as the chief research consultant in establishing the research design, parameters, and format for the document.

Eleanor Barrett, Roberta Rekart, Charlene Nemeth, and Beverly Fallgren typed and proof-read the final manuscript. A special recognition is paid to Mrs. Barrett for contribution of her expertise relative to style, format and form of the total document.

Virgie Harris was instrumental in the initial identification and documentation of source documents to be included in the final document product. She contributed her expertise in identifying many resources which otherwise would not have been included.

W. Aubrey Gardner, program director, provided technical assistance and timely suggestions regarding the scope, direction, and orientation of the document. His encouragement and support of the efforts expended to produce the document carried an intangible note of inspiration and dedication for the project director.

Individuals across the country who submitted materials to be included in the document via the national survey, are deserving of a special note of recognition. Without their efforts, the document would not contain the scope and diversity of references cited.

A very special note of gratitude and appreciation is expressed to Karen Lee whose total dedication and effort were directed toward the herculean task of producing the final document. She was the prime person responsible for: (1) reviewing documents, (2) organizing materials, (3) coordination of the various activities necessary for producing the document, and (4) insuring that the quality of the document would reflect a true contribution to the field. The project director owes her his thanks and appreciation for her superb efforts and dedication.

John Hartwig, Director
Adult Career Education Counseling Project

April, 1974

Table of Contents

Page

I. EXPLANATION OF HOW TO USE THIS PUBLICATION

A. Materials Resumé Summary 1

B. How to Use Access Section with Materials Resumé Documents 3

II. ACCESS SECTION

A. Explanation of Classification Schema 4

B. Classification Schema 5

C. Major-Category Listings 6

III. MATERIALS RESUMÉ DOCUMENTS

01. Counseling & Guidance. 75

02. Adult Counseling & Guidance 277

03. Adult Education 407

04. Career Education 579

05. Competencies 775

06. Training 789

07. Adulthood 811

IV. SPECIAL DOCUMENTS

Guidance Services for Adults 869

Counselor Competencies Needed in Career Education . . . 871

Counseling: A Central Component in Adult Education . . . 875

Understanding Career Education As An Adult Educator . . . 877

A Guide for Adult Education Counselors 881

The School Counselor: His Work Environment, Roles and Competencies 883

Planning Models for Group Counseling 886

APPENDIX A

Search Procedures 887

I. EXPLANATION OF HOW TO USE THIS PUBLICATION

A. Materials Resume Summary

The Materials Resume form used in the Adult Career Education Counseling Project was designed to present information deemed most vital in an orderly and clear manner. Hopefully, with the aid of the following definitions, the user will be able to make an initial determination as to whether a particular document would be of any help in achieving specific objectives.

1. Classification Schema

Project staff developed a classification schema of seven major categories, patterned after that system used in The Standard Terminology for Curriculum and Instruction in Local and State School Systems. These seven groupings, listed below, are more fully explained in Access Section II.

01. Counseling and Guidance
02. Adult Counseling and Guidance
03. Adult Education
04. Career Education
05. Competencies
06. Training
07. Adulthood

Each document was assigned category or subcategory numbers that were applicable.

2. Author--Corporate Author

Author or authors were listed when available. Corporate author was included usually only when personal authors were not identified. The corporate author is the agency or organization sponsoring the development of the item.

3. Title

The full title available was used. If the material was a periodical or a section from a book or monograph, the title of the latter plus volume and issue were listed here.

4. Price

This information was included when available. Users should allow for possible price changes when ordering any materials.

5. Date

This was included when known.

6. Pages

Length of each document was noted when known.

7. Source

The source provides in each case possible the user with enough information to allow direct access to the item.

8. Media

Project staff devised the following list of media terms to identify the nature of each item.

a. Pamphlet*--1-50 pages
b. Booklet*--Under 100 pages, but not below 25-50 pages
c. Book*--100 pages or more
d. Journal--Specific article within a periodical
e. Periodical--Series as a whole
f. Paper--Has usually been presented somewhere, e.g., a speech
g. Report--Often stated as such in the title; is frequently a project report or commission report
h. Dissertation--Ph.D. project
i. Program--Stated as such in document; may be report of a workshop
j. ERIC--Listing available from ERIC system
k. Guide--A document used for instructional purposes
l. Kit--A multi-media presentation

9. Orientation

A comprehensive list of descriptors, compiled from the ERIC Thesaurus, reflects in varying degrees the areas covered by the search. (See Appendix A.) Appropriate descriptors were selected for each document to indicate the specific application to Project needs and activities. In addition, occasionally a brief statement of the reviewer's perceptions regarding the general intent of the item as it relates to Project activities was included.

10. Subject Content

Terms or chapters which best describe the substantive content of the item were selected from the table of contents and listed here. Additional sentences or paragraphs relating the document's contents particularly relevant to Project objectives may also be attached.

---

*These three definitions are somewhat interchangeable.

11. Comment

Reviewers placed here any comments they felt needed to be provided in addition to information already given. Any statements regarding an item's "quality" or limitations (in terms of subject content or availability to the field) were placed here.

B. How to Use Access Section with Materials Resume Documents

The classification schema was developed by Project staff to provide an initial means of separating the 800 collected materials into some kind of order. Literature Resource users will find that this classification system can aid them in locating within the Guide materials applicable to specific needs and objectives.

The schema is comprised of seven major categories, each with four to seven subcategories. (For a complete listing of the Schema and an explanation of its application in this Resource, please see Access Section II.) The seven major divisions are:

01. Counseling and Guidance
02. Adult Counseling and Guidance
03. Adult Education
04. Career Education
05. Competencies
06. Training
07. Adulthood

Within this Resource, each Materials Resume document is located in that major category which corresponds with the category number listed first under "Classification," found on the top left-hand side of the form. Cross-indexing of materials was not possible in this Resource and users are urged to survey each section possibly applicable to particular needs or objectives in order to utilize this Guide to the fullest extent. The classification appearing first does not necessarily imply that the document in question is more applicable to that category as opposed to other categories which may be listed.

Within each major category, Materials Resume documents are alphabetized according to author's name. In the event of two or more authors, on a single item, the first author's name was used. If there is no author, corporate author was used.

In Section IV, seven special items have been reviewed at length. Project staff felt these materials provided an especially good overview of particular Project areas of concern, special insight or suggestions in regard to individual objectives, or general background information which may be of significance to the user.

II. ACCESS SECTION

A. Explanation of Classification Schema

Project staff developed a classification schema, based on that used in Standard Terminology for Curriculum and Instruction in Local and State School Systems, from the National Center for Educational Statistics, in order to provide a consistent, flexible tool for gaining access to the collected materials. The schema consists of seven major categories and 32 subcategories (four subcategories for each major heading except for 04. and 06. which have five and seven subcategories respectively).

Project materials reviewers used the following rules in classifying individual items.

1. The item in question was surveyed by the reviewer reading the title, table of contents, preface or introduction, index items, and other overview portions.

2. The body of the document was checked to ascertain high points such as tables, illustrations, topical outlines within chapters and other subject matter indicators.

3. Using the above knowledge of the item, and any other relevant document information, the reviewer determined which of the seven categories described the item. One or all of the categories may have been appropriate, and no special significance should be attached to that classification number which appears first on the Materials Resume forms.

4. If all subcategories of a particular category were appropriate to a document, only the first two digits were used (e.g., 07.).

5. If less than all subcategories were appropriate, each applicable four-digit division was entered separately (e.g., 07.01, 07.03).

6. If an item fit into the major category but none of the subcategories was really "right," then the "Other" subcategory number was assigned (e.g., 07.99).

7. If an item was very broad or comprehensive, then it was either classified into major categories only or it was subdivided and each division was treated as a separate item.

B. Classification Schema

01. Counseling and Guidance (C & G)
    - 01.01 Personal-social C & G
    - 01.02 Occupational C & G
    - 01.03 Educational C & G
    - 01.99 Other

02. Adult Counseling and Guidance (AC & G)
    - 02.01 Personal-social AC & G
    - 02.02 Occupational AC & G
    - 02.03 Educational AC & G
    - 02.99 Other

03. Adult Education
    - 03.01 Adult Basic Education (ABE & GED)
    - 03.02 Other Adult Education within Public Education
    - 03.03 Adult Education within hospitals, business and industry
    - 03.99 Other

04. Career Education
    - 04.01 Career Awareness
    - 04.02 Career Exploration
    - 04.03 Occupational Preparation
    - 04.04 Job Placement
    - 04.99 Other

05. Competencies
    - 05.01 Performance (Behavior)
    - 05.02 Performance Level
    - 05.03 Certification
    - 05.99 Other

06. Training
    - 06.01 Objectives
    - 06.02 Students
    - 06.03 Instructional Personnel
    - 06.04 Instructional Methods
    - 06.05 Instructional Materials
    - 06.06 Evaluation
    - 06.99 Other

07. Adulthood

07.01	Young Adults
07.02	Middle-Aged
07.03	Older Adults
07.99	Other

C. Major-Category Listings

Each section's documents are listed below with author's name, title of the document, and other classification numbers assigned. This will enable the user to check the contents quickly for a specific author or title without immediately going through all 800 items.

MAJOR CLASSIFICATION: 01. COUNSELING AND GUIDANCE

AUTHOR AND TITLE	OTHER CLASSIFICATIONS		PAGE
Aker, George F. Improving Education for Older Adults-- Third Leadership Development Institute	02.	07.03	75
Altshuler, Alan A. Community Control: The Black Demand for Participation in Large American Cities	02. 06.05	03.	76
American Vocational Association Vocational Aspects of Guidance: A Statement Policy of the American Vocational Association	02.	04.	77
Aragon, Al An In-Service Manual for Counselors in Career Education	04.		78
Banks, James Black Self-Concept	03.	06.05	79
Barre, Mary E. College Information and Guidance	04.02		80
Baugh, Douglas S. Total Career Capability for All A Career-Development Program Model	02. 04.	03.	81
Berne, Eric Games People Play			82
Biehn, Jennifer Community As Counselor	02.		83
Bishop, D.S. The Use of Family Therapy Concepts and Techniques in Guidance and Counseling	02.		84
Bishop, Leslie J. Who is the Counselor?	02.		85
Blackburn, Laura F. Intern Counseling Competence as a Function of Supervisor and Intern Personality Characteristics	05.	05.01	86

MAJOR CLASSIFICATION: 01. COUNSELING AND GUIDANCE

AUTHOR AND TITLE	OTHER CLASSIFICATIONS	PAGE
Blocker, Donald H. Toward an Ecology of Student Development	06.	87
Bluhna, Harry P. The Employment Counselor as a Vocational Counselor	02.02; 04.	88
Blum, Zahave D. Are the Poor Different from You and Me?	03. 06.02 07.	89
Bohn, Martin J. The Educational and Career Exploration System: Field Trial and Evaluation	02. 04.	90
Bradley, Richard W. Studies and Projects To Improve Vocational Guidance Services	06.06	91
The Occupational Information and Vocational Guidance Curriculum: Implementation of Counselor and Counselor Educators Perceptions of Pre-Service Training	04.	92
Brawer, Florence B. New Perspectives On Personality Development In College Students	07.	93
Brazier, Arthur Black Self-Determination	03. 06.05	94
Briskin, Alan S. A Developmental Model of Self-Awareness	02.	95
Brown, Duane Students' Vocational Choices: A Review and Critique	04.03; 07.	96
Counselor, Counselee and Supervisor Ratings of Counselor Effectiveness	06.06	97
Bryde, John F. Indian Students and Guidance	02.01; 02.03	98
Campbell, Robert E. Systems Under Development for Vocational Guidance	04.02	99

MAJOR CLASSIFICATION: 01. COUNSELING AND GUIDANCE

AUTHOR AND TITLE	OTHER CLASSIFICATIONS	PAGE
Campbell, Robert E. The Systems Approach: An Emerging Behavioral Model for Vocational Guidance; A Summary Report	06.01; 06.04	100
Career Guidance: An Overview of Alternative Approaches	04.01; 03.	101
Canty, W. Alan An Exploration of Counselor-Potential Personality Attributes as Found in Four Selected Adult Populations	02.	102
Cappelluzzo, Emma M. Guidance and the Migrant Child	02.01; 02.03 07.	103
No Author Career Guidance, Counseling and Placement		104
Carey, Niel E. Vocational Guidance for All: Is Differentiated Staffing The Answer?	04.	105
Carlson, Jon A Tri-Level Guidance Structure: An Answer to Our Apparent Ineffectiveness		106
Cassell, Douglas Counseling the Disadvantaged	02.02; 03.	107
Cayton, Paul W. The Counseling Process in an MDT Program for Offenders--Emphasis: Problems	02.01; 02.03	108
Chick, Joyce M. Innovations in the Use of Career Information		109
Clark, Kenneth B. Dark Ghetto	07.	110
Clavert, Robert Employing the Minority Group College Graduates	02.02; 04.04	111

MAJOR CLASSIFICATION: 01. COUNSELING AND GUIDANCE

AUTHOR AND TITLE	OTHER CLASSIFICATIONS	PAGE
Claybrook, Rodney Counselor Examination	02. 03. 06.	112
Conrad, Rowan W. Counseling Services: Family Services Division, Mountain-Plains Education and Economic Development Program	02.	113
Cottingham, Harold F. Directed Readings in Foundations of Guidance and Personnel Services	02. 03. 06.	114
No Author Counselor Action Maze	02. 03. 06.	115
Crites, John O. Vocational Psychology--The Study of Vocational Behavior and Development	04.	116
Cruse, Harold The Crisis of the Negro Intellectual	02.03; 03. 06.02	117
Cunha, Joseph E. Career Development: A California Model for Career Guidance Curriculum K-Adult	02. 04.	118
Dahlem, Glenn G. Counselor Image: Crucial Target for Research		119
Devlin, Joseph S., Jr. The Evaluation of Programs of Student Personnel Services in Higher Education--A Synthesis	06.06	120
Diamond, Esther E. Measurement and Evaluation in Guidance	02.	121
Dillard, J. L. Black English	04.01; 06.02	122
Doyle, W. L. Counselor Effectiveness: A Changing Emphasis		123

MAJOR CLASSIFICATION: 01. COUNSELING AND GUIDANCE

AUTHOR AND TITLE	OTHER CLASSIFICATIONS	PAGE
Dunn, James A. The 1970 Plan Guidance Program	02. 04.01	124
Educators Assistance Institute Priority Counseling Survey Guidance Assistance Instrument		125
Edwards, Harry Black Students	02.03; 03. 04.01; 06.02 07.01	126
Ellis, Arthur H. Comprehensive Adult Learning and Counseling Center	02. 03. 07.	127
Fairchild, Charles K. Worker Relocation: A Review of U.S. Department of Labor Mobility Demonstration Projects Final Report	02.02; 04.	128
Farlow, Barbara A. An Equal Chance: Handbook for Counseling Indian Students	02. 03. 06.02; 04.	129
Farmer, James A., Jr. An Educational Strategy for Professional Career Change	07.02; 07.03	130
Faunce, R.W. When is a Counselor...?	02. 03.	131
Fischer, Geurin A. Accountability (and MBO) of Student Personnel	05.	132
A Community Counseling Center for Total Community Service	07. 02.	133
Ford, Nick A. Black Insights	03. 06.05	134
Foreman, Robert E. Black Ghettos, White Ghetto and Slums	03. 06.05	135
Foster, Robert M. An Analysis of Guidance Services in Selected High Schools in Oregon		136

MAJOR CLASSIFICATION: 01. COUNSELING AND GUIDANCE

AUTHOR AND TITLE	OTHER CLASSIFICATIONS	PAGE
Fuller, Ed A Competency Based Training Program For Manpower Counselors (MCCCP)	04. 05. 06.	137
Gamsky, Neal R. A Follow-up Study of Pupil Personnel Services	02. 06.06	138
Gellman, William The Broad Role of the Community Agency Counselor	02. 04.	139
Ginzberg, E. Guiding the Disadvantaged	02.	140
Glasser, William Reality Therapy: A New Approach to Psychiatry		141
Gleazer, Edmund J., Jr. Vocational and Educational Guidance for Veterans	02.02; 04.	142
Glick, Barry Counseling and Personnel Services in Adult Education	02.	143
Goble, Frank The Third Force		144
Graff, Robert W. Evaluating Educational-Vocational Counseling: A Model for Change	04.03; 06.06	145
Grier, William H. Black Rage	03. 06.05	146
Gust, Time Counseling and Guidance for Career Development	04.	147
Gysbers, Norman C. Career Development, Guidance, Counseling and Placement Project	04.	148

MAJOR CLASSIFICATION: 01. COUNSELING AND GUIDANCE

AUTHOR AND TITLE	OTHER CLASSIFICATIONS	PAGE
Gysbers, Norman C. Career Guidance: Program Content and Staff Responsibilities	04.	149
Career Guidance: Practice and Perspectives	04.	150
Hackett, Margie I. Manpower Services to Arizona Indians, Seventeenth Annual Report, 1969	02. 03. 04.	151
Hamilton, Jack A. Integrating and Evaluating Career Information in a Developmental Guidance Program	02. 04.	152
Measuring the Outcomes of an Individualized Career Guidance System	02. 04.	153
Hansen, James C. Job Satisfaction and Effective Performance of School Counselors	06.06	154
Appalachian Students and Guidance	02.01; 02.03 07.	155
Hansen, Lorraine S. Career Guidance Practices in School and Community	04. 02.	156
Harris, Douglas C. Student Personnel Services at Indiana University: An Evaluation	06.06	157
Harris, Joann Computer Assisted Guidance Systems		158
Harris, Thomas A., M.D. I'm OK--You're OK	02. 07.	159
Hart, R. J. Toward More Effective Counseling of Minorities	02. 07.	160
Hawver, Carl F. Counseling Kit--Family Money Management	02.01	161

MAJOR CLASSIFICATION: 01. COUNSELING AND GUIDANCE

AUTHOR AND TITLE	OTHER CLASSIFICATIONS		PAGE
Heiner, Harold Community College: Counselors to the Community	02.		162
Henderson, G. Occupational Aspirations of Poverty-Stricken Negro Students	04.		163
Herr, Edwin L. Decision-Making and Vocational Development	06.04		164
Hinko, Paul M. A National Survey of Counseling Services			165
Hirsch, Carl S. The Riddle of Racism	02. 04.	03. 06.05	166
Hoffman, David S. Implications of Future Shock for Vocational Guidance			167
Holland, John L. The Self Directed Search (SDS)			168
Holmes, John R., Sr. Student Personnel Services Offered to Adults in Adult Education Programs at the Community Colleges in a Seven State Western Group	02.	03.	169
Hosford, Ray E. Systems Design in the Development of Counseling and Guidance Programs	05.	06.04	170
Jacobson, Rovena F. The Organization and Administration of Special Counseling Programs for Adult Women in Colleges and Universities	02.		171
James, Muriel Born to Win: Transactional Analysis with Gestalt Experiments	02.01		172
Jansen, David G. Peer Ratings of Practicum Counselors	06.		173

MAJOR CLASSIFICATION: 01. COUNSELING AND GUIDANCE

AUTHOR AND TITLE	OTHER CLASSIFICATIONS	PAGE
Jones, G. Brian Planning, Developing and Field Testing Career Guidance Programs: A Manual and Report	02. 04.	174
Katz, William L. Teacher's Guide to American Negro History	03. 06.05	175
Kelley, Frank V. Effects of Group Counseling and Group Coaching on Academic Achievement and Attitude of Adult Part-time, Evening Students	02.	176
Kuhl, Edward C., Jr. Do We Make A Difference?--New Directions in Evaluation	02.	177
Kunze, Karl R. Overview of Needs, Programs, and Implementations of Vocational Counseling and Guidance	02.02; 04.	178
Kupferer, Harriet J. Culture, Society and Guidance	06.02; 07.	179
Labor, U. S. Department of, Manpower Administration R & D Bibliography, No. 1	04.	180
Laccaria, Joseph Theories of Occupational Choice and Vocational Development		181
Ladner, Joyce A. Tomorrow's Tomorrow: The Black Woman	02. 03. 04. 06.02 06.05	182
Langdon, Gordon I. Counseling and Guidance Services	02. 03.	183

MAJOR CLASSIFICATION: 01. COUNSELING AND GUIDANCE

AUTHOR AND TITLE	OTHER CLASSIFICATIONS	PAGE
Larsen, Margaret T. Placement and Counseling in a Changing Labor Market: Public and Private Employment Agencies and Schools Final Report	05.02	184
Lee, James L. An Approach to Counseling and Guidance Program Evaluation	06.06	185
Lerner, Gerda Black Women in White America	02. 04.01 06.02	186
Levy, Mark The Ethnic Factor	02. 04.01 06.02; 06.05	187
Liebers, Donald E. Can Placement and Recruiting Survive?	06.	188
Loehndorf, Allan H. The Development and Validation of an Instrument for the Evaluation of Secondary School Guidance Programs		189
Lofquist, Lloyd H. A System for Predicting Outcomes of Vocational Counseling	06.06	190
Marchand, Richard H. A Comparison of T-Group and Practicum Approaches to the Training of Undergraduate Resident Assistants	06.	191
Marshall, Roy F. The Negro and Apprenticeship	03. 04.01 04.02; 04.04	192
Maryland, University of, Counseling Center Research on the Self-Directed Search		193
Matthews, Esther E. Suggested Background for Counselors of Girls and Women	02. 07.	194
Counseling Girls and Women Over the Life Span	02. 07.	195

MAJOR CLASSIFICATION: 01. COUNSELING AND GUIDANCE

AUTHOR AND TITLE	OTHER CLASSIFICATIONS	PAGE
McKee, John M. Manual for Administrators, Counselors, Instructors and Employment Officers in a Manpower Project for Prisoners . Volume II (The Draper Project: Final Report)	02. 06.	196
What is Behavioral Counseling?	02.	197
Menacker, Julius Urban Poor Students and Guidance	02.01; 02.03 07.	198
Michigan Personnel and Guidance Association Entry Level Counseling Skills	05.	199
Millard, Richard M. The Role, Responsibility, and Function of the Community Colleges in Occupational Education	04. 05.	200
Miller, Carroll H. A Pilot Project for Vocational Guidance in Economically Underdeveloped Areas		201
Miller, Juliet V. Intensive High School Occupational Guidance Approaches for Initial Work and Technical School Placement	04.	202
Minnesota State Department of Education Guidance Programs and Their Impact on Students: A Search for Relationships Between Aspects of Guidance and Selected Personal-Social Variables Final Report		203
Morel, E. D. The Black Man's Burden	03. 06.05	204
Morrill, Weston H. Dimensions of Counseling For Career Development	04.	205
Moynihan, Paul You and Your Job: A Guide For Instructors and Counselors	02.02; 06.02 07.01	206

MAJOR CLASSIFICATION: 01. COUNSELING AND GUIDANCE

AUTHOR AND TITLE	OTHER CLASSIFICATIONS	PAGE
Murray, Donald E. Job Development Techniques	02.02; 04.01 04.04; 06.05	207
National Advisory Council on Vocational Education Counseling and Guidance: A Call for Change	04. 06.02	208
Neff, Monroe C. Guidance and Counseling	02.01; 02.03 03.01; 06.02	209
Norman, D. A Model Counseling Program in Appalachia	02.	210
Northwest Regional Educational Laboratory Counseling and Guidance: A Survey of Current Practices and Analysis of Implications for Career Education Counseling and Guidance Programs	04.	211
Involvement of Professional Associations in Development of Counseling and Guidance in Career Education: Results of Two Approaches	04.	212
The Role of Counseling and Guidance in a Comprehensive Career Education Delivery System: An Exploratory Study	04.	213
O'Hare, Robert W. Evaluation of Guidance Programs	06.06	214
Ostrom, Stanley R. Self Appraisal and Assessment Structure (S. A. A. S.)	02.	215
Pate, Robert H. Group Counseling For Individual Decision Making: Maximizing The Effectiveness Of The College Placement Service	04.	216
Patterson, C. H. Theories of Counseling and Psycho-therapy	02.	217
Patterson, Lewis E. Counselor Education as a Process of Adult Socialization	02.	218

MAJOR CLASSIFICATION: 01. COUNSELING AND GUIDANCE

AUTHOR AND TITLE	OTHER CLASSIFICATIONS	PAGE
Pennsylvania, University of College Psychology (Counseling Psychology) at the University of Pennsylvania	02.	219
Peters, Herman J. Vocational Guidance and Career Development, Selected Readings	02. 04.	220
Vocational Guidance and Career Development	02.02; 04.	221
Peterson, R. Rehabilitation of the Culturally Different: A Model of the Individual in Cultural Change	02.	222
Petry, Dorothy W. Vocational Students Perception of Guidance Needs; A Study Conducted in Minnesota Area Vocational-Technical Schools	02.03	223
Phillips, Maxine Drugs	02.01; 07.01	224
Phillips, W. M. Trouble in Our Community: The Issue in Black and White; A Manual of Readings for Adult Discussion	02. 06.05 07.	225
Pine, Geraldine J. Counseling Minority Groups: A Review of the Literature, Volume 17, No. 1		226
Pollack, Erwin Spanish-Speaking Students and Guidance	02.01; 02.03 07.	227
Rank, Richard C. Counseling Competence and Perceptions	06.06	228
Ratchick, Irving Perspectives on Counselor Education and Services to Disadvantaged Minority Group Youth	02.	229
No Author Results of Texas Education Agency Survey of Adult Education, Guidance and Counseling in Texas	02. 03.	230

MAJOR CLASSIFICATION: 01. COUNSELING AND GUIDANCE

AUTHOR AND TITLE	OTHER CLASSIFICATIONS	PAGE
Robbins, William A. Concerns and Recommendations: A Report of the Colloquium on Occupational Counseling and Guidance	04. 06.02	231
Rodriguez, A. Too Many Losers	02.	232
Rogers, Carl R. On Becoming a Person--A Therapist's View of Psycho-therapy		233
Rose, Harold ABE Guidance and Counseling Workshop: Final Report	02. 06.	234
Rosen, Howard Recent Findings Underscoring the Need for Linking Counseling and Labor Market Information	02.02; 04. 07.01; 07.02	235
Rosen, Julius The Predictive Value of Personal Characteristics Associated With Counselor Competency	07.	236
Rosenthal, R. Pathways to Identity: Aspects of the Experience of Black Youth	02. 07.	237
Ross, Arthur M. Employment, Race and Poverty	02.02; 03. 04.04	238
Ross, Frank R. An Evaluation of the Denver Public Schools; Guidance and Counseling Program From Appraisals By Pupils, Parents, and Professional Staff	06.06	239
Ryan, Charles W. The Evaluation of an Instrument to Measure Counselor Effectiveness	06.06	240
Ryan, T. A. Organization and Administration of Guidance Services		241

MAJOR CLASSIFICATION: 01. COUNSELING AND GUIDANCE

AUTHOR AND TITLE	OTHER CLASSIFICATIONS		PAGE
Salomone, Paul R. A Client Centered Approach	07.		242
Sattler, Jerome M. Counselor Competence, Interest and Time Perspective: A Follow-up Note			243
Scaggs, William F. Guide to Adult Education Counseling	02.		244
Scates, Alice Y. Computer-based Vocational Guidance Systems			245
Shertzer, Bruce Teacher's Guide to Group Vocational Guidance	02.	04.	246
Shore, Milton F. Problems of Ethics in Community Mental Health: A Survey of Community Psychologists			247
Sinick, Daniel Occupational Information and Guidance	02.02; 04.04	04.03	248
Smith, Margaret R. Guidance-Personnel Work: Future Tense	02.	03.	249
Stahl, David The Community and Racial Crisis	02. 06.05	04.	250
Stevenson, William W. Evaluating Career Guidance, Counseling and Placement State Level. Identifying Areas of Concern and Determining Evidences Needed for Evaluation: Career Guidance, Counseling and Placement—State Level	02. 06.06	04.	251
Stewart, Lawrence H. The Counselor and Society—A Cultural Approach	07.		252
Stone, Shelley C. Guidance Monograph Series IV: Career Information and Development	02.02; 07.	04.03	253

MAJOR CLASSIFICATION: 01. COUNSELING AND GUIDANCE

AUTHOR AND TITLE	OTHER CLASSIFICATIONS	PAGE
Stone, Shelley C. Guidance Monograph Series VI: Minority Groups and Guidance		254
Sullivan, Howard J. Accountability in Pupil Personnel Services: A Process Guide for the Development of Objectives		255
Sweeney, Thomas J. Rural Poor Students and Guidance	02.01; 02.03 07.	256
Tamminen, A. Guidance Programs and Their Impact on Students: A Search for Relationships Between Aspects of Guidance and Selected Personal-Sociable Variables	02.	257
Tarrier, Randolph B. Career Counseling: Prediction or Exploration	02. 04.	258
Thayer, Louis Development of a Critical Incidents Videotape	04. 06.	259
No Author The Selection and Evaluation of School Counselors	05.01; 06.06	260
Tillery, D. Will the Real Guidance Counselor Please Stand Up?	02.	261
Tolson, H. Counseling the Disadvantaged	02. 07.	262
Training Research and Development Station Vocational Counseling	02.01	263
Truax, Charles B. Effectiveness of Counselors and Counselor Aides	02. 06.06	264
Vontress, Clemmont E. Counseling Blacks	02. 07.	265
Counseling Negroes	02.01; 02.03 07.	266

MAJOR CLASSIFICATION: 01. COUNSELING AND GUIDANCE

AUTHOR AND TITLE	OTHER CLASSIFICATIONS		PAGE
Warnath, Charles F. New Myths and Old Realities			267
New Directions For College Counselors	02.	04.	268
Washington, University of, College of Education TTT Counselor Education Project: Counselor Self-Renewal, The Washington Plan	05.	06.	269
Wells, Jean A. Automation and Women Workers	02.02; 03. 04.		270
Whitfield, E. Counseling Girls and Women over the Life Span	02.	07.	271
Wysong, Eugene H. Evaluating Secondary School Guidance Programs: The Development and Validation Of Instruments	06.06		272
Young, John E. Career Guidance Training	06.		273
Zytowski, Donald G. Psychological Influences on Vocational Development	04.01; 04.03		274
Vocational Behavior	04.		275
A Client's Needs in Cities and Suburbs	02.	07.	276

MAJOR CLASSIFICATION: 02. ADULT COUNSELING AND GUIDANCE

AUTHOR AND TITLE	OTHER CLASSIFICATIONS	PAGE
Adkins, Winthrop R. Life Skills Education for Adult Learners	03. 04.	277
Life Skills: Structured Counseling for the Disadvantaged	03. 04.	278
Adult Continuing Education Center Adult Education Clearinghouse Newsletter	03. 07.	279
No Author Adult Referral and Information Service in Education (ARISE) Final Report	04. 06.	280
Allen, Robert A., Jr. Counseling for Lifelong Learning: Threat or Promise	07.	281
Anderson, Darrell Adult Education and the Disadvantaged Adult	03.01; 07.	282
Anderson, J. Stability and Change Among Three Generations of Mexican-Americans: Factors Affecting Achievement	07.	283
Arnold, Walter Educationally Deficient Adults—Their Education and Training Needs	03.01; 04.03 06.02; 07.	284
Atkin, Jerry Counseling in an Age of Crisis	01.	285
Bardwick, Judith Psychology of Women: A Study of Biocultural Conflicts	07.	286
Barron, William E. Adult Basic Education In-Service Program for Teacher Awareness in Guidance and Counseling: Master Unit	03.02	287
Counselor Orientation Package Adult Basic Education In-Service Program Guidance and Counseling	04. 03.01	288

MAJOR CLASSIFICATION: 02. ADULT COUNSELING AND GUIDANCE

AUTHOR AND TITLE	OTHER CLASSIFICATIONS	PAGE
Barron, William E. The Evaluation of Guidance Counseling Service in Office of Education, Region VI, and the Development of an Effective Guidance Counseling Program for ABE Students	03.01; 07.	289
Same as Above Phase II Report	03.01; 07.	290
Same as Above Phase III Report Fiscal Year 1971	03.01; 07.	291
Same as Above Summary for Fiscal Year 1969 Forecast for Fiscal Year 1970	03.01; 07	292
Same as Above Final Report Fiscal Year 1970	03.01; 07	293
Berger, Leslie A Counseling Program for Socially and Economically Disadvantaged Evening College Students Who Leave School in Good Academic Standing	03.	294
Betts, Lee J. The Vietnam Era Veteran	03. 07.01	295
Betz, R. Perceptions of Non-College Bound Vocationally Oriented High School Graduates	03. 07.	296
Borman, Christopher Vocational Guidance in the 70's Proceedings of the Texas A and M University Vocational Guidance Conferences	04. 01.	297
Boyd, Betty A Critical Professional Need: The Counselor for Women	07.	298
Boyd, J. Indian Students and Guidance Guidance: Monograph Series VI	07. 03.	299

MAJOR CLASSIFICATION: 02. ADULT COUNSELING AND GUIDANCE

AUTHOR AND TITLE	OTHER CLASSIFICATIONS		PAGE
Brazziel, William F. Counseling Adults	03.01		300
Britton, Jean O. Training and Counseling of the Older Worker	07.03		301
California Test Bureau Tests of Adult Basic Education Levels M and D With Examiner's Manuals	06.06		302
Caravan, Guy Ain't You Got a Right to the Tree of Life	06.02		303
Carey, Albert L. Accountability for School Counselors	01.		304
Casse, Robert M. Adult Drug Education in a Community College	03. 07.	04.	305
Caughlan, James C. Developing a Counseling Center for Adults	07.		306
Clifford, Earle W. A Decade of Development: The Best of Ten Years. An Anniversary Publications of Selected Papers	06.		307
Collins, Charles Junior College Counseling: A Critical View			308
Connecticut State Department of Education Vocational Career Guide for Connecticut: A Comprehensive Inventory of Post-Secondary Vocational Preparation Programs in Connecticut, ARM Volume 6, No. 1	04.	01.	309
Conroy, Martin The School Drop-Out: A Statistic Becomes a Person	07.		310
Dutton, M. D. Understanding Group Dynamics in Adult Education	03.		311

MAJOR CLASSIFICATION: 02. ADULT COUNSELING AND GUIDANCE

AUTHOR AND TITLE	OTHER CLASSIFICATIONS	PAGE
Eason, Jean Life Style Counseling For A Reluctant Leisure Career	04.	312
Eastern Wyoming College Adult Basic Counseling and Testing Programs: Pilot Project Evaluation Report	06.06	313
Erickson, Mildred B. Counseling Needs of Adult Students		314
Eyde, Lorraine D. Eliminating Barriers to Career Development of Women	03. 07.	315
Eyster, George W. Final Evaluation of Virginia State Module: A Component of the Appalachian Adult Basic Education Demonstration Center Project Number EG-2-7-005077-5077-6 (324)	05. 06.	316
Farmer, Helen S. Helping Women to Resolve the Home-Career Conflict	03. 07.	317
Farmer, Martha L. Counseling Services for Adults in Higher Education	07.	318
Feingold, Norman S. B'nai B'rith Career and Counseling Services Guidance Kit	04. 03.	319
Ferver, Jack C. Career Education and the Adult Educator	03. 04.	320
Frobenius, Leo African Genesis	06.02	321
Grabowski, Stanley M. Counseling Disadvantaged Adults	03.	322
Griswald, Kenneth W. Counseling With Adult Students	03.	323

MAJOR CLASSIFICATION: 02 ADULT COUNSELING AND GUIDANCE

AUTHOR AND TITLE	OTHER CLASSIFICATIONS		PAGE
Hackney, Harold The Involuntary Client	07.		324
Harrison, Roger Problems in the Design and Interpretation of Research on Human Relations Training	05.	06.	325
Hartig, Marvin C. An Analysis of Selected Factors of Interruption or Persistency in Attendance in the Community College at Evansville College	03.	06.02	326
Hartwig, John E. An Investigation of Adult Counseling and Guidance Programs in the Nineteen Public Community Junior Colleges in the State of Kansas			327
Hawley, P. Changing Sex Roles and the Counselor	03.	04.	328
Hillman, Bill W. The Parent-Teacher Education Center: Evaluation of a Program for Improving Family Relations	07.		329
Hirsch, Harold Counseling the Adult Student	03.	07.	330
Hudson, Henry Guidance Needs of Adult Students With Implications for an Adult Education Guidance Program	05.		331
Hunt, J. G. Another Look At Human Relations Training, Leadership Style, and Increased Productivity	05.	06.	332
Hurlbut, Edward V. Adult Teachers Are Counselors	03.		333
Hutchinson Community Junior College Institute for Counselors of Adults	03.	06.	334

MAJOR CLASSIFICATION: 02. ADULT COUNSELING AND GUIDANCE

AUTHOR AND TITLE	OTHER CLASSIFICATIONS	PAGE
No Author Institute for Counselors of Adults	03. 06.	335
Jackard, Charles R., Jr. Adult Counselors and Counselors in the Community College		336
Jessee, B. E. Counseling in Adult Basic Education	03.01; 06.	337
Kaback, Goldie R. Counseling: The Counselor Vis-A-Vis the Counselee	03. 07.	338
Implications for Counseling the Adult		339
Kaple, Donald J. Special Counseling for the Disadvantaged Adult	03. 06.	340
King, Martin L. Where Do We Go From Here? Chaos or Community	03. 06.05	341
Kunze, Karl R. Business and Industry Look Out for Their Own	03.03; 04.04	342
Labor, U.S. Department of, Women's Bureau Expanding Opportunities for Girls: Their Special Counseling Needs	03. 04.	343
Latta, Everette M. Adult Education and the Comprehensive Community College	07. 03.	344
Lewis, S. O. Racism Encountered in Counseling	07.	345
Marpel, Betty L. Counseling Mature Women Returning to Higher Education	03. 04. 07.	346
Maslow, Abraham Proceedings of the Conference on the Training of Counselors of Adults	03.	347

MAJOR CLASSIFICATION: 02. ADULT COUNSELING AND GUIDANCE

AUTHOR AND TITLE	OTHER CLASSIFICATIONS	PAGE
Matthews, Esther E. Counseling Women	04. 07.	348
McCreary, William H. Career Guidance	04.	349
McDaniel, Ruben R., Jr. Short Term Counseling of Adults	03.	350
McElaney, Francis A. Counseling the Adult Student	03.	351
Meyer, Peter Counseling the Adult Student	03.	352
Miller, Carroll H. Foundations of Guidance	07.	353
Mitchell, Richard J. The ABE Counselor—A New Guidance Role	03.	354
Moss, Doris A Study of Students Who Discontinued Attendance in the E.S.E.A. III Adult Basic Education Program	03. 06.05 06.06.	355
National Civil Service League An Annotated Bibliography: Public Employment and the Disadvantaged, Reference File No. 4	03.	356
Neff, Monroe C. Adult Basic Education. Seminar Guide. A Study Program for Teacher Training	03.01; 06.03 06.04; 06.05	357
Nevada State, Department of Education Suggested Techniques in Guidance and Counseling With Indian Youth and Adults	03. 07.	358
New York, University of, Two-Year College Student Development Center Concerns and Recommendations of the Colloquiam on Occupational Counseling and Guidance		359

MAJOR CLASSIFICATION: 02. ADULT COUNSELING AND GUIDANCE

AUTHOR AND TITLE	OTHER CLASSIFICATIONS	PAGE
Nordelli, Walter Guidance in the Two-Year College: A Neglected Area	03.	360
Onstad, Gwen A Talk With Some Native Americans	03. 07.	361
Pacific Heights Adult School, San Francisco, California Career Counseling and Follow-up Study	04.	362
Pattison, Mary R. Counseling Educationally Disadvantaged Adults	05. 07.	363
Pearce, Frank C. Dropout Patterns in the New Hope Project	03. 06.	364
Dropout Rates	03. 06.02	365
Perez, Armando Basic Education and E. S. L. Counseling In The Work Incentive Program. A Summary	03.01	366
Perrone, Phillip A. Guiding Adults Toward Post-Secondary Education—Opportunities in Wisconsin	05.	367
Peters, Herman J. Vocational Guidance and Career Development Selected Readings	01. 04. 07.	368
Peterson, Elwood R. Adult Counseling Clinic: A Cooperative Community	03.	369
Peterson, Margaret Counseling Programs For Professionals	04.02	370
Phipps, Curtis Counselor's Perceptions of Preparation and Functions in Vocational Guidance	04. 03.	371
Porter, Lee Adults Have Special Counseling Needs	02.01	372

MAJOR CLASSIFICATION: 02. ADULT COUNSELING AND GUIDANCE

AUTHOR AND TITLE	OTHER CLASSIFICATIONS		PAGE
Repka, John W. A Survey of Evening College Counseling Services in California Junior Colleges	06.		373
Richardson, R. E., Jr. A Trilevel Concept of Personnel Services in Two-Year Colleges	06.		374
Robson, Virginia Counselor Awareness Program for Vocational Education: Final Report	01.	04.	375
Romano, O. Minorities: History of the Cultural Mystique	04.	07.	376
Roueche, John E. Accommodating Individual Differences	07.	06.02	377
Rousseve, R. Reason and Reality in Counseling the Student-Client Who is Black	03. 01.	07.	378
Russell, James W. How to Make Good Use of Drug Abuse	03.	07.	379
Russell, Richard P. A Guideline for Guidance Under the Manpower Development and Training Act MDTA			380
Ryan, C. Counseling the Culturally Encapsulated Indian	07.	01.	381
Scott, William B. Guidance and Counseling in Adult Basic Education	03.		382
Simpson, Roy E. Guidance Services for Adults Volume 30, No. 7	04.	06.	383
Smith, Arthur E. Profile of the Evening College Student: The Background, Life Roles, and Academic Performance of Evening Division Students in An Urban University	06.02		384

MAJOR CLASSIFICATION: 02. ADULT COUNSELING AND GUIDANCE

AUTHOR AND TITLE	OTHER CLASSIFICATIONS	PAGE
Smith, Margaret R. Counseling for Women's Roles in the 1980's	07. 03. 04.	385
Smith, Paul M., Jr. What Guidance for Blacks?	07.	386
Sowell, Thomas Black Education: Myths and Tragedies	03. 04. 06.05; 06.06	387
Spang, A.J., Sr. Understanding the Indian	03. 07.	388
Stedman, Fern C. Trainers' Manual for Belton, Gerald F. A training film for ABE teachers, counselors and administrators	03.01; 07.	389
Steiger, Henry You Can Remake America	03. 06.05	390
Stephens, Everett W. Career Counseling and Placement in Higher Education: A Student Personnel Function	04.04; 04.03	391
Steward, Robert M. An Evaluation of the Guidance Programs in the Los Angeles City Adult Schools		392
The National Association of Public School Adult Educators Counseling and Interviewing Adult Students	03.	393
Thompson, Clarence H. College Personnel Services for the Adult Student: Assistance, Involvement, Development	07.	394
Counseling Adults: Contemporary Dimensions	07.	395
Counseling the Adult Student	07.	396
Troll, Lillian E. How Age Biased Are Counselors of Adults?	03.	397

MAJOR CLASSIFICATION: 02. ADULT COUNSELING AND GUIDANCE

AUTHOR AND TITLE	OTHER CLASSIFICATIONS	PAGE
Trubowitz, Sydney A Handbook for Teaching in the Ghetto School	03. 06.04 06.05	398
Vontress, Clemmont E. Adult Life Styles: Implications for Education	03. 07.	399
Counseling Racial and Ethnic Minorities in The United States	03.	400
Counseling Adults	03.	401
Williams, F. N. Personnel Practices in Community College Evening Programs	03. 07.	402
Williamson, E. G. Vocational Counseling: Some Historical, Philosophical and Theoretical Perspectives		403
Wisconsin, University of, Department of Education Transactional Analysis		404
Zahn, Jane C. Difference Between Adults and Youth Affecting Learning	03.	405

MAJOR CLASSIFICATION: 03. ADULT EDUCATION

AUTHOR AND TITLE	OTHER CLASSIFICATIONS	PAGE
Abrams, George H. First-Year Report Project Communi-Link	07.	407
Adult Education Association of the U.S.A. Priorities in Adult Education		408
No Author A Guide to the Development of Vocational Education Programs and Services for the Disadvantaged	04.03	409
Alioto, Robert F. Operational PPBS for Education: A Practical Approach to Effective Decision Making	06.04; 06.05	410
American Association for Higher Education The External Degree	05. 06.	411
American Council on Education Special Report Higher Education and the Adult Student	07.	412
Applebaum, Leon An Analysis of Participants in a Long-Term Adult Education Program	06. 07.	413
Barabas, Jean Women: Their Educational and Career Roles An Annotated Bibliography of Selected ERIC References	04. 07.	414
Barlow, Gregory P. Employment and Recruitment Project for Vietnam-Era Veterans: Rural and Statewide Outreach Programs, Special Problems	04. 06.	415
Berne, Eric What Do You Say After You Say Hello?	07.	416
Blocker, C. The Two Year College: A Social Synthesis	07.	417
Boone, Edgar J. Adult Education: A Quest for Life	07.	418

MAJOR CLASSIFICATION: 03. ADULT EDUCATION

AUTHOR AND TITLE	OTHER CLASSIFICATIONS		PAGE
Bulpitt, Mildred The Adult Student	07.	06.	419
Bushnell, David S. Organizing for Change: New Priorities for Community Colleges	07.		420
Carnegie Commission on Higher Education Less Time, More Options: Education Beyond the High School	07.		421
The Open-Door College: Policies for Community Colleges	07.		422
Toward a Learning Society—Alternative Channels to Life, Work and Service	07.		423
Circle, Duncan F. The Career Information Service: A Guide to its Development	04.	02.	424
Clark, Burton Adult Education in Transition: A Study of Institutional Security	07.		425
Cohen, Arthur M. Confronting Identity: The Community College Instructor	07.		426
Cole, Nancy On Measuring the Vocational Interest of Women	04.	07.	427
Coleman, James S. How Do the Young Become Adults?	07.		428
Commission on Non-Traditional Study Diversity by Design	04.	07.	429
Comptroller General of the U.S. Most Veterans Not Completing Correspondence Courses—More Guidance Needed From the Veteran's Administration Report To The Congress	04.		430

MAJOR CLASSIFICATION: 03. ADULT EDUCATION

AUTHOR AND TITLE	OTHER CLASSIFICATIONS		PAGE
Connolly, John J. New Careers: A Challenge to Adult Education	02. 07.	04	431
Cross, Patricia K. The Junior College Student: A Research Description	07.		432
No Author Current Index to Journals in Education CIJE	04.		433
Davenport, Lawrence Minorities and Career Education	04.	07.	434
Decker, Larry E. Foundations of Community Education	07.		435
Deep, Donald Individualized Learning for Adults—The ILA Project	04.		436
Dickinson, James G. Patterns of Participation in a Public Adult Night School Program	03.02		437
Dooley, Bobby Joe Motivational Patterns of a Select Group of Adult Evening College Students	07.		438
Evans, N. D. Planning and Developing Innovative Community Colleges	07.		439
Ewalt, Della C. Continuing Education for Women in Ohio: A Study Project of the Ohio Division, American Association of University Women	07.	02.	440
Eyre, Gary A. Career Renewal for Adults through Education	07.	04.	441
Fairbank, Jane D. Second Careers for Women: A View from the San Francisco Peninsula	07.		442

MAJOR CLASSIFICATION: 03. ADULT EDUCATION

AUTHOR AND TITLE	OTHER CLASSIFICATIONS	PAGE
Farmer, Martha L. Student Personnel Services for Adults in Higher Education	07. 02. 06.	443
Student Personnel Services in Evening Colleges	02. 07.	444
Flaugher, Ronald L. Credits by Examination for College Level Studies, An Annotated Bibliography	07.	445
Frank, Dr. Boris 360 Degree Adult Career Education	04. 07.	446
Gleazer, Edmund J., Jr. Project Focus: A Forecast Study of Community Colleges	07.	447
Goodwin, Leonard Do The Poor Want To Work?	07.	448
Gould, Karolyn R. Career Mobility for Paraprofessionals in Human Service Agencies	04. 02.	449
Gray, Page Self-Image—An Integral Part of Vocational Training	04. 07. 02.	450
Greenberg, Gilda M. An Approach to Teaching a Course: Psychology of the Disadvantaged	04. 02.	451
Gubler, Brent H. Report on Community Planning for Adult Training, Education and Employment	04.02	452
Hale, James M. Administrator's Guide To Training Paraprofessionals	06.03; 06.06	453
Hand, Samuel E. Adult Education: A Review of Physiological and Psychological Changes in Aging and Their Implications for Teachers of Adults	07.03	454

MAJOR CLASSIFICATION: 03. ADULT EDUCATION

AUTHOR AND TITLE	OTHER CLASSIFICATIONS	PAGE
Harlacher, Ervin L. California's Community Renaissance	07.	455
New Directions in Community Services: What's Past is Prologue	07.	456
The Community Dimension of the Community College	07.	457
Hartley, Harry J. Educational Planning-Programming-Budgeting: A Systems Approach	05. 06.	458
Havelock, Ronald G. Training for Change Agents: A Guide to the Design of Training Programs in Education and Other Fields	05. 06.	459
Hendrickson, Andrew A Manual on Planning Educational Programs for Older Adults	07.03	460
Hesburgh, Theodore M. Patterns for Lifelong Learning	07.	461
Hoffman, Fred W. Personnel Services for Adults	07. 02.	462
Holmes, John Sherlock The Need of Student Personnel Services for Adults Enrolled in Adult Education Courses in Community Colleges	06. 07.	463
Houle, Cyril O. The Design of Education	05.01; 06.	464
The External Degree	07.	465
The Obligation of the Junior College for Community Services	07.	466
Howard, Ronald W. American Minorities: Consumer Awareness	06.04; 06.05	467

MAJOR CLASSIFICATION: 03. ADULT EDUCATION

AUTHOR AND TITLE	OTHER CLASSIFICATIONS	PAGE
No Author Human Rights: The American Scene	06.05; 07.	468
Jacobsen, Thomas J. Knowledge Needed to Obtain Work (KNOW)	04.04	469
Jensen, Gale Adult Education—Outlines of an Emerging Field of University Study	02.	470
Johnston, Denis F. Education of Adult Workers: Projections to 1985	07.	471
Kassel, Myrna B. The First Year. Human Services Manpower Career Center	04. 06.	472
Kent, William P. Job-Related Adult Basic Education	04.04	473
Kimbrell, Grady World of Work Curriculum	06.05	474
Kitchens, John E. Adult Basic Education, Junction City Project Final Report	07. 01.	475
Klevins, Chester Materials and Methods in Adult Education		476
Knopf, Norton B. Personal Growth and Professional Growth: Do the Chicken and the Egg Both Come First?	07.	477
Knowles, Malcolm S. Handbook of Adult Education in the United States		478
The Modern Practice of Adult Education—Andragogy Versus Pedagogy		479
Koontz, Elizabeth D. Plans for Widening Women's Educational Opportunities	07. 04.	480

MAJOR CLASSIFICATION: 03. ADULT EDUCATION

AUTHOR AND TITLE	OTHER CLASSIFICATIONS	PAGE
Koos, Leonard V. The Community College Student	07.01; 07.02	481
Korim, Andrew S. Government Careers and the Community College	04.	482
Kozell, Charles Developing Successful Community Assistance Programs	06. 07.	483
Labor, U. S. Department of, Bureau of Labor Statistics The Employment Situation of Vietnam Era Veterans	04. 06.	484
Law, Gordon F. Research Visibility. Vocational Education is People—Youth and Adults Unemployed or at Work	04. 07.	485
Simulations and Career Education	04. 06.04	486
Lawton, Ron Life-Space Counseling	02.	487
Lecht, Leonard Manpower Needs for National Goals in the 1970's	04.	488
Lederer, Joseph The Urban Review	04.	489
LeTarte, Clyde E. Community Education: From Program to Process	07.	490
Lippett, Gordon L. Developing Life Plans; A New Concept and Design for Training and Development	06.06	491
Organizational Renewal	05. 06.	492
Logsdon, James S. Role Of The Community College In Community Education	02.	493

MAJOR CLASSIFICATION: 03. ADULT EDUCATION

AUTHOR AND TITLE	OTHER CLASSIFICATIONS		PAGE
Long, Huey B. Are They Ever Too Old To Learn	07.03		494
The Psychology of Aging: How It Affects Learning	07.03		495
Manis, Laura G. Search for Fulfillment: A Program for Adult Women	07.		496
Manzo, A.V. Recommendations for a College Program for Disadvantaged Adults	04. 07.	02.	497
Matson, Jane E. A Perspective on Student Personnel Services	01.		498
McClusky, Howard Y. Where Can We Look For Leadership	02.		499
McConnell, T. R. Junior College Student Personnel Programs: Appraisal and Development	02.	01.	500
McElaney, Francis A. Counseling in Adult Basic Education Programs	02.		501
McLarney, Donald F. An Observation of Evening College Operation Relating to Liaison Between Full-Time Day and Part-Time Evening Faculty of a Number of Junior Colleges in the Los Angeles Area			502
McMahon, Ernest E. Evening College, The Big Second Chance Pamphlet No. 14	04.	07.	503
Medsker, Leland L. Breaking the Access Barriers: A Profile of Two Year Colleges	07.		504
Melby, Ernest O. Approaches to Role Change in Community Education			505

MAJOR CLASSIFICATION: 03. ADULT EDUCATION

AUTHOR AND TITLE	OTHER CLASSIFICATIONS	PAGE
Michael, Donald N. Learning To Plan and Planning to Learn	07.	506
Miller, Harry L. Teaching and Learning in Adult Education	06.04; 07.	507
No Author Minority Women Show Job Gains	07. 04.	508
Monroe, Charles R. Profile of the Community College	04. 06.	509
Moore, William, Jr. Blind Man on a Freeway	04. 06.	510
Mullen, Vernon Life Skills Series	02. 06.04	511
Myran, Gundar A. Community Services in the Community College	07.	512
Nadolsky, Julian M. Development of a Model for Vocational Evaluation of the Disadvantaged	06.06; 07.	513
National Advisory Council on Adult Education NACAE Adult Education	07.	514
National Advisory Council on Vocational Education Special Report on the Employment Problems of the Vietnam Veteran	07.01	515
National Association for Public Continuing and Adult Education Everybody Has a Message		516
Learning is an Active Verb		517
Simulation Techniques: How and Why	07.	518
Testing Your Knowledge of Tests		519
Your Community: A Hotbed of Resources	07.	520

MAJOR CLASSIFICATION: 03. ADULT EDUCATION

AUTHOR AND TITLE	OTHER CLASSIFICATIONS	PAGE
National Association for Public Continuing and Adult Education Your Students as Human Beings	07.	521
National University Extension Association Adult Learning, Adult Basic Education, Pre-Institute Seminar		522
Neff, Walter S. Work and Human Behavior	07.	523
Niemi, John A. Mass Media and Adult Education	06. 06.05	524
Norsworth, Gary The Role of the Paraprofessional in Adult Basic Education		525
North American Rockwell Space Division Regional Occupational Program ROP	04.	526
O'Banion, Terry Student Development Programs in the Community Junior College	07. 04.	527
Junior College Personnel Work: An Emerging Model	04.	528
Palomba, Neil A. Manpower Research in the 1970's		529
Passett, Barry A. Leadership Development for Public Service	06.01; 06.06	530
Passow, Harry A. Developing Programs for the Educationally Disadvantaged	06.05	531
Patten, Thomas H., Jr. Manpower Planning and the Development of Human Resources	04.	532
Patterson, Margot New Directions for Women	04. 07. 02.	533

MAJOR CLASSIFICATION: 03. ADULT EDUCATION

AUTHOR AND TITLE	OTHER CLASSIFICATIONS		PAGE
Pierson, Frank Community Manpower Services for the Disadvantaged			534
Pietrofesa, John J. Counselor Bias and the Female Occupational Role	04. 07.	02.	535
No Author Planning for Personnel Development in Adult Basic Education	06.	07.	536
Provus, Malcolm In Search Of Community	05.		537
Radcliffe, Donald V. Motivation and the Disadvantaged Trainee: A Manual for Instructors	06.		538
Raines, Max R. The Student Personnel Situation	07.		539
Community Services: A University-Community College Approach	07.		540
Rand, L. A Developmental Cross-Sectioning of Women's Careers and Marriage Attitudes and Life Plans	07.	02.	541
Rauch, David B. Priorities in Adult Education			542
No Author Research in Education	04.		543
Richardson, R. E., Jr. Governance for the Two-Year College	07.		544
Rosser, John R., Jr. The Role of Adult/Continuing Education Within the Concept of Career Education	04.	07.	545

MAJOR CLASSIFICATION: 03. ADULT EDUCATION

AUTHOR AND TITLE	OTHER CLASSIFICATIONS		PAGE
Rossman, Mark H. The Communications Gap in Adult Basic Education	04.	07.	546
Roueche, John E. Adult Education in the Junior College	07.		547
Accountability and the Community College: Directions for the 70's			548
Royce, Marion The Continuing Education of Women: Some Programs in the United States of America	07.		549
Russell, James W. What to do About Dropouts	04.	02.	550
Ruttenberg, Stanley H. Manpower Challenge of the 1970's: Institution and Social Change	04.		551
Ryan, T. A. Career-Based Adult Education in Corrections: A National Program of Training and Model Design	04	06.	552
Sarason, Seymour B. The Creation of Settings and the Future Societies	07.		553
Scharles, Henry G. The Relationship of Selected Personality Needs to Participation, Drop-Out, and Achievement Among Adult Learners	06.		554
Schultz, Raymond C. How Do Day and Evening Students Compare	07.		555
Sepede, John H. Individualizing ABE Programs Through Learning Packets	04.		556
Sexton, Patricia C. Lifelong Learning	07.		557

MAJOR CLASSIFICATION: 03. ADULT EDUCATION

AUTHOR AND TITLE	OTHER CLASSIFICATIONS		PAGE
Shaw, Nathan C. Administration of Continuing Education	02.	07.	558
Simpson, E. The New Womanhood: Education for Viable Alternatives	07.	04.	559
Smith, Robert M. Handbook of Adult Education	07.		560
Smoker, David S. Vocational Education: Innovations Revolutionize Career Training	04.		561
Sproul, Kenneth H. Financial Aid for the Underprivileged Adult	07.		562
Stewart, Robert Miller An Evaluation of the Guidance Program in the Los Angeles City Adult Schools	02.		563
Swift, Joan W. Human Services Career Programs and the Community College	04.	06.	564
Swineburne, Bruce R. Characteristics of Adult Part-time Students in Selected Public Community Colleges	07.		565
Terlin, Rose O. Job Horizons for College Women Revised Edition, Doc. No. 0-257-826	04.		566
The Center for Vocational and Technical Education Abstracts of Instructional Materials in Vocational and Technical Education	04.		567
Thoni, R. Women and the World of Work: A Learning Opportunities Package	04.	07.	568
Thornton, James W., Jr. The Community Junior College, 3rd edition	04.	02.	569

MAJOR CLASSIFICATION: 03. ADULT EDUCATION

AUTHOR AND TITLE	OTHER CLASSIFICATIONS		PAGE
Totten, W. F. The Power of Community Education	07.		570
Tough, Allen The Adult's Learning Projects: A Fresh Approach to Theory and Practice in Adult Learning	06.	07.	571
USOE, Bureau of Adult, Vocational and Technical Education Perspectives of Adult Education in the United States and a Projection for the Future	07.	04.	572
Venn, Grant Man, Education and Manpower	06.	07.	573
Vitro, Frank T. Implications of Self-Concept Theory for Education of the Total Adult	04.	02.	574
Williamson, E. G. Potentialities for Creative Programming in Student Personnel Work	07.		575
Worthington, Robert M. The Implications of Career Education for Adult Education in the United States	04.	06.	576
Wyoming State Department of Education Wyoming's Occupational Resource Kit WORK	04.		577
Zytowski, Donald Toward a Theory of Career Development for Women	04.	07.	578

MAJOR CLASSIFICATION: 04. CAREER EDUCATION

AUTHOR AND TITLE	OTHER CLASSIFICATIONS		PAGE
Adkins, Winthrop R. Life Skills: Structured Counseling for the Disadvantaged	01.		579
Allen, Sally V. Compact, Volume 4, No. 4	07.		580
American Association of State Colleges and Universities Less Than Baccalaureate Level Technical Education Programs in Higher Education			581
American Personnel and Guidance Association Career Education and the Counselor--Selected Bibliography	02.	01.	582
Archerd, Mary New Resources in the Employment Services for Counselors and Jobseekers	02.	03.	583
Bannon, Joseph J. A Creative Dimension In Recreation Training: An Outreach Approach In The Delivery of Leisure Services	01.		584
Bailey, Larry J. Facilitating Career Development: An Annotated Bibliography	02.		585
Career Education--New Approaches to Human Development	07.		586
Barbush, Edward H. At Long Beach, They 'Tell It Like It Is'	04.99		587
Barlow, Melvin L. The Case for Vocational Education in the Junior College with an Introductory Review of Recent Research	07.	03.	588
Bender, L. W. Occupational Education Program Articulation Between the Community College and Baccalaureate Levels	03.		589

MAJOR CLASSIFICATION: 04. CAREER EDUCATION

AUTHOR AND TITLE	OTHER CLASSIFICATIONS		PAGE
Bolles, Richard N. What Color Is Your Parachute? A Practical Manual for Job-Hunters and Career Changers	03.02		590
Borow, Henry Career Guidance for a New Age	02.		591
Bottoms, Gene Career Development Education: K through Post Secondary and Adult Education	07.		592
A Guide for the Development, Implementation and Administration of Exemplary Programs and Projects in Vocational Education			593
Bowen, Charles R. Employers and Career Education	02.	03.	594
Boynton, Ralph E. New Models and Techniques in Career Education	01.01		595
Bradshaw, Thomas F. Jobseeking Methods Used by Unemployed Workers			596
Brooks, George S. The Task Force Approach of Determining Community Needs	03.	07.	597
Buckingham, Lillian Student Placement and Follow-Up			598
Bureau of Employment Security Dictionary of Occupational Titles (D.O.T.)	03.		599
Burkett, Lowell A. American Vocational Journal			600
Burns, Richard W. Implications of Competency-Based Education for Students, Teachers, Administrators	03.		601
Burtnett, Francis E. Career Resource Bibliography			602

MAJOR CLASSIFICATION: 04. CAREER EDUCATION

AUTHOR AND TITLE	OTHER CLASSIFICATIONS	PAGE
Burtnett, Francis E. The National Career Information Center		603
Campbell, Robert E. Career Guidance--A Handbook of Methods	01.	604
Carr, Ralph T. Project Women--In A Man s World of Work	02. 03.	605
CCM Information Corporation Thesaurus of ERIC Descriptors		606
Chisholm, Shirley Career Education--Implications for Minorities		607
Community Alliance for Career Education Project 70's	01. 06.	608
Comptroller General of the United States Training America's Labor Force: Potential Progress and Problems of Vocational Education		609
Costello, Mary Education for Jobs, Volume 2, No. 17		610
Cross, Theodore L. Black Capitalism	02.01; 06.02 06.05	611
Cross, William C. New Directions in Planning for a World of Work		612
Daane, Calvin J. Vocational Exploration Group Project--Theory and Research		613
Davidshofer, Charles O. Career Development Groups: Why We Did It!		614
Day, H.I. A New Look At Work, Play, and Job Satisfaction	02.	615

MAJOR CLASSIFICATION: 04. CAREER EDUCATION

AUTHOR AND TITLE	OTHER CLASSIFICATIONS	PAGE
Defense, U.S. Department of, Manpower and Reserve Affairs Armed Services Vocational Aptitude Battery	02. 03.	616
Denova, Charles C. Is This Any Way To Evaluate A Training Activity? You Bet It Is!	05.03; 06.06	617
Denues, Celia Career Perspective: Your Choice of Work	06.06	618
Dobrovolny, Jerry S. Let's Get ON With Career Education	07.	619
Drier, Harry N., Jr. Career Development Resources: A Guide to Audio-Visual and Printed Materials, K-12	06.05	620
K-12 Guide for Integrating Career Development Into Local Curriculum	06.05	621
Dunn, James A. Career Education: An Annotated Bibliography for Teachers and Curriculum Developers		622
The AIR Career Education News		623
Educational Properties Incorporated (EPI) Career Education Digest		624
Educational Technology Demonstration Career Development Program "Via Satellite"		625
No Author Employment Problems of the Vietnam Veteran	06.	626
ERIC Clearinghouse on Counseling and Personnel Services Matching Students and Careers: A Bibliography		627
Fibel, Lewis R. Review and Synthesis of Literature on Occupational Preparation in the Community College	03.	628

MAJOR CLASSIFICATION: 04. CAREER EDUCATION

AUTHOR AND TITLE	OTHER CLASSIFICATIONS	PAGE
Fitzsimmons, John J. A Proposed Program for a Curriculum Development Laboratory for Unemployed Out-Of-School Youth, 16 to 21 Years of Age	06.01	629
Friedman, Karen Today's Education for Tomorrow's Jobs	03. 07.	630
General Learning Corporation Career Education Resource Guide	07.	631
Georgia Department of Education Career Development Education		632
Ginzberg, Eli Career Guidance: Who Needs It, Who Provides It, Who Can Improve It	01.	633
Manpower Agenda for America		634
The Interface Between Education and Guidance	01.	635
Glenn, Mary Student Placement and Follow-Up Services in the Junior College	07.	636
Goldhammer, Keith Career Education--Perspective and Promise		637
Goodwin, Barbara Career and Occupational Development Objectives		638
Graham, Richard A. Learning from Experience: A Preliminary Report	06.	639
Green, Thomas F. Work, Leisure, and the American School		640
Grimaldi, Paul Work-Training Programs: No Panacea	06.	641
Gutcher, Dale G. Development of Vocational Guidance and Placement Personnel for Western Metropolitan Areas . Final Report		642

MAJOR CLASSIFICATION: 04. CAREER EDUCATION

AUTHOR AND TITLE	OTHER CLASSIFICATIONS	PAGE
Gysbers, Norman Foundations of Career Education		643
Hamilton, George S. How Employers Screen Disadvantaged Job Applicants		644
Hansen, Summy L. Social Aspects and Considerations of Career Education	06.02	645
Hawkins, Augustus F. Career Education Imperatives		646
Hawley, Peggy What Women Think Men Think: Does It Affect Their Career Choice?	03. 07.	647
Health, Education and Welfare, U.S. Department of Career Education		648
Hedges, Janice N. Working Women and the Division of Household Tasks		649
Helling, C. E. Career Guidance		650
Herr, Edwin L. Review and Synthesis of Foundations for Career Education		651
Hesburgh, Theodore Study on Continuing Education and the Future	03.	652
No Author High Priority Education Project. A Report on the Activities and Accomplishments of the High Priority Education Project to the Florida Legislature	06.06	653
High, Sidney C., Jr. Bibliography on Career Education		654

MAJOR CLASSIFICATION: 04. CAREER EDUCATION

AUTHOR AND TITLE	OTHER CLASSIFICATIONS		PAGE
Hodgson, J. D. The Future World of Work	06.		655
Hoffengardner, Jerrold D. Sources of Occupational Information			656
Holland, John L. A Guide To The Self-Directed Career Program: A Practical and Inexpensive Vocational Guidance System	01.02		657
Horyna, Larry L. Working, Learning and Career Planning: A Cooperative Approach to Human Resource Development	05.	06.	658
Work, Learning and Career Planning	03.	07.	659
Hoyt, Kenneth B. Career Education of Gifted and Talented			660
Questions for Resolution in Career Education			661
Career Education: What It Is and How To Do It			662
Huber, Jake Directory of Research Officers in State Career Education--Vocational Education Research Coordinating Units			663
No Author Inform			664
Isenberg, Robert M. The Community			665
Jacobson, Thomas J. Interpreting the OVIS (Ohio Vocational Interest Survey)	02.	03.	666
Jervis, Robert Professional Development			667
Katz, Elaine F. Career Education News			668

MAJOR CLASSIFICATION: 04. CAREER EDUCATION

AUTHOR AND TITLE	OTHER CLASSIFICATIONS		PAGE
Katzell, Mildred E. Women in the Work Force: Confrontation with Change	02. 07.	03.	669
Kisielewski, Julie Barriers to Using Women's Talents	02.	07.	670
Kosuth, Joan Teaching For Career Decision Making	06.	06.06	671
Kovarsky, Irving Black Employment	02.		672
Krause, Elliot A. The Sociology of Occupations	06.		673
Krebs, Alfred H. The Individual and His Education--Second Yearbook of the American Vocational Association			674
Labor, U.S. Department of, Bureau of Labor Statistics Occupational Outlook Handbook	03.		675
Labor, U.S. Department of, Office of Research and Development Manpower Research and Development Projects			676
Labor, U.S. Department of, Women's Bureau Facts About Women's Absenteeism and Labor Turnover	03.	07.	677
Law, Gordon F. Contemporary Concepts in Vocational Education			678
Lee, Arthur M. Learning a Living Across the Nation--Project Baseline First National Report 1970-71	03.	07.	679
Little, J.K. Review and Synthesis of Research on the Placement and Follow-Up of Vocational Education Students			680

MAJOR CLASSIFICATION: 04. CAREER EDUCATION

AUTHOR AND TITLE	OTHER CLASSIFICATIONS		PAGE
Lutes, Carol Equal Opportunity--and You	01. 06.	03.	681
Mallinson, G. G. Characteristics of Non-College Vocationally-Oriented School Leavers and Graduates	02.		682
Manpower Institute Career Education and Manpower Development	03.		683
Marland, Sidney P. Career Education and the Minorities	07.		684
What is Career Education?			685
Maryland State Board of Education Career Education: A Handbook for Implementation			686
McClure, Larry J. Career Education and the National Institute of Education	05.	07.	687
Essays on Career Education			688
McCracken, J. D. Targeted Communications for Instituting Vocational Placement and Follow-up: Interim Report			689
Michigan Personnel and Guidance Association Position Paper on Career Education for Michigan Youth	01.	05.	690
Moore, Geoffrey Trends in Labor and Leisure	07.		691
Morgan, Robert L. Synopses of Selected Career Education Programs			692

MAJOR CLASSIFICATION: 04. CAREER EDUCATION

AUTHOR AND TITLE	OTHER CLASSIFICATIONS		PAGE
Morgan, Robert L. Career Education Monograph Series			693
Moskowitz, Irving Career Resource Center: A "Pre-K to Adult" Model for Career Development	07.		694
Muirhead, Peter P. Career Education: The First Steps Show Promise			695
Myers, Roger A. Implications of Career Development Theory and Research for Counselor Education			696
Nash, Robert J. Career Education: Earning a Living or Living a Life			697
National Advisory Council on Adult Education Career Renewal for Adults Through Education: A Position Paper from the National Advisory Council on Adult Education	03.	07.	698
National Advisory Council on Vocational Education Third Report--Vocational Education Amendments of 1968: Public Law 90-570			699
Neiswender, Lenore Maximizing Your Training Efficiency: The Application of Behavioral Principles to Job Training	06.		700
New England Resource Center for Occupational Education (NERCOE) and Far West Laboratory for Education Research and Development NERCOE--Far West First National Prison Occupational Education Sourcebook	06.		701
New Jersey State Board of Education The New Jersey Model for Career Development Education			702
New Jersey State Department of Education Job Placement Services; A Guidebook for Counselors	02.		703

MAJOR CLASSIFICATION: 04. CAREER EDUCATION

AUTHOR AND TITLE	OTHER CLASSIFICATIONS		PAGE
Nosow, Sigmund Man, Work, and Society			704
O'Banion, Terry For Adults Only	02.	03.	705
Oberlander, Oliver C. A Study of Occupational Practices As They Relate to Curriculum Design for Career Education	06.		706
No Author Occupational Outlook Quarterly	02.		707
Ohio State Department of Education Ohio's Career Development Continuum			708
Osipow, Samuel H. Theories of Career Development	06.02		709
Ostrom, Stanley R. Data Bank Materials for Vocational Guidance Information System (VGIS)	02.	03.	710
O'Toole, James Work in America	07.		711
No Author Papers Presented at the National Workshop on Vocational Education for the Disadvantaged			712
No Author Patterns of U.S. Economic Growth	06.		713
Pearl, Arthur New Careers for the Poor	07.		714
Pointer, Airs Y. New Careers: Entry-Level Training for the Human Service Aide	06.05		715
No Author Proceedings of Fourth Annual Conference of Guidance Personnel in Occupational Education	01.	02.	716

MAJOR CLASSIFICATION: 04. CAREER EDUCATION

AUTHOR AND TITLE	OTHER CLASSIFICATIONS	PAGE
Pucinski, Roman C. The Courage to Change	01.	717
Quie, Albert Notes for Remarks on Career Education		718
Raizen, S. A. The Career Education Program		719
Ressler, Ralph Career Education: The New Frontier	06.04; 06.05	720
Rosen, Howard What Counselors Should Know (And Do) About Employers' Hiring Requirements	06.06	721
Rosenberg, Mae E. Career Education Limitations and Possibilities		722
Ryan, T. Antoinette A Systems Approach to Career Development		723
Seiler, Joseph Pre-testing Orientation for the Disadvantaged: Experience in Manpower Experimental and Demonstration (E & D) Projects		724
Sharp, L. M. Vocational Education for Disadvantaged Groups	02.	725
Simpson, Elizabeth J. Career Education: Challenge to Teacher Education		726
Slocum, Walter L. Occupational Careers	02. 03.	727
Smoker, David E. Career Education: A Guidebook for School Administrators		728
No Author South Carolina: Development of Career and Educational Ladders Between Industry and Instructional Agencies	03. 06.02	729

MAJOR CLASSIFICATION: 04. CAREER EDUCATION

AUTHOR AND TITLE	OTHER CLASSIFICATIONS		PAGE
Souther, James W. A Three-Phase Experiment in Minority Placement	02.		730
Spitzer, Sally B. The Crisis of Career Education			731
Springer, Philip B. Work Attitudes of Disadvantaged Black Men, Report 401	03.		732
Stadt, Ronald Managing Career Education Programs			733
Stahlsmith, Steve Resources for Career Development			734
Stanford Research Institute (SRI) Career Education: Prognosis for a Policy			735
Stevens, Nancy D. Job-seeking Behavior and Vocational Development			736
Stevenson, John B. An Introduction to Career Education			737
Stone, Shelley C. Guidance Monograph Series	01.	02.	738
Stuart, Stephen D. Final Report on: An Exploratory Study to Analyze New Skill Content in Selected Occupations in Michigan and the Mechanism for its Translation into Vocational Education Curricula			739
Super, Donald E. Career Development: Self-Concept Theory			740
Swanson, Gordon I. Facts and Fantasies of Career Education			741
Task Force on Vocational Education Vocational Education and the Profession in the 70's And Beyond			742

MAJOR CLASSIFICATION: 04. CAREER EDUCATION

AUTHOR AND TITLE	OTHER CLASSIFICATIONS	PAGE
Taylor, John E. An Occupational Clustering System and Curriculum Implications for the Comprehensive Career Education Model	06.05	743
The Center for Vocational and Technical Education Abstracts of Research Materials in Vocational and Technical Education	03.	744
National Conferences on Career Education		745
The Center for Vocational and Technical Education: Selected References for Career Education	03.	746
The President's Committee on Employment of the Handicapped About Jobs--and Mentally Retarded People		747
No Author The U.S. Economy in 1980, Bulletin No. 1673	06.	748
Thomas, Allen R. Job Placement Coordinator's Handbook	02.	749
Tiedeman, David V. Career Education and the Technology of Career Development		750
Travis, Sophia The U.S. Labor Force: Projections to 1985		751
Turnbull, William W. Conferences on Career Education		752
Ulrich, Bernard A Training Model for the Jobless Adult	02. 07.	753
No Author U.S. Manpower in the 1970's	06.	754
U.S. Office of Education Abstracts of Exemplary Projects in Vocational Education		755

MAJOR CLASSIFICATION: 04. CAREER EDUCATION

AUTHOR AND TITLE	OTHER CLASSIFICATIONS		PAGE
U.S. Office of Education Career Education			756
Career Education in the Environment			757
Vetter, Louise Planning Ahead for the World of Work	02.	03.	758
Vinsan, Lurried Career Center	02.	03.	759
No Author Vital Information for Education and Work (VIEW)	01.	03.	760
Waldman, Elizabeth Employment Situation of Viet Nam Era Veterans	01.02;	02.02	761
Walker, Charles R. Technology, Industry and Man: The Age of Acceleration	06.	07.	762
Warren, R. Developing a Program of Occupational Education for All			763
Wenrich, Ralph Review and Synthesis of Research on the Administration of Vocational Technical Education	05.	06.	764
Wernick, Walter Teaching for Career Development in the Elementary School	06.04		765
Whiteley, John M. Perspectives on Vocational Development			766
Whitfield, Edwin A. Guide to Careers Through Vocational Training	02.	03.	767
Wiley, Aretha W. A Systems Approach To New Careers: Two Papers	03.01		768

MAJOR CLASSIFICATION: 04. CAREER EDUCATION

AUTHOR AND TITLE	OTHER CLASSIFICATIONS	PAGE
Willers, Jack C. Career, Culture and Consciousness		769
Windle, J. L. Project 200: A Research Review		770
Wisconsin, Eau Claire: District 1 Technical Institute A Guide to Career Education		771
Worthington, Robert M. Career Education and the Community Junior College	03.	772
York, Edwin Doctoral Dissertations Concerning Career Education, 1960-1971: Special Paper, May 1972		773

MAJOR CLASSIFICATION: 05. COMPETENCIES

AUTHOR AND TITLE	OTHER CLASSIFICATIONS	PAGE
Barbee, David E. A Systems Approach to Community College Education	06. 06.01	775
Cohen, Arthur M. Dateline '79: Heretical Concepts for the Community College	06.01	776
Human Resources Manpower Career Center Indigenous Manpower for Social Planning Report of a Work Conference	06.	777
Huther, John Behavioral Objectives and Guaranteed Learning: Equality Carried to Its Final Extreme		778
Lewis, James, Jr. Administering the Individualized Instruction Program	06. 06.04	779
Mager, Robert F. Goal Analysis	06.01	780
Measuring Instructional Intent	06.01; 06.06	781
Preparing Instructional Objectives	06.01	782
Analyzing Performance Problems or 'You Really Oughta Wanna'	06.01	783
Martin, Dorothy R. An Analysis of Personality Patterns of Women in Selected Professions Final Report	01.01	784
Northcutt, Norvell W. The Adult Performance Level Study: A Research Project for the Development of Performance Levels from Pragmatic Adult Literacy Objectives	06. 07.	785
Phi Delta Kappa, Inc. Phi Delta Kappan	06. 04. 03.	786

MAJOR CLASSIFICATION: .05 COMPETENCIES

AUTHOR AND TITLE	OTHER CLASSIFICATIONS	PAGE
Roueche, John Catching Up: Remedial Education	06.01	787
Trimble, W. B. S. Rabid Innovators: The Behavioral Objectivists		788

MAJOR CLASSIFICATION: 06. TRAINING

AUTHOR AND TITLE	OTHER CLASSIFICATIONS	PAGE
Allen, Robert Black Awakening in Capitalist America	02.01; 04.	789
Andoff, John E. Canada's Move Toward Occupational Analysis		790
Bailey, Ronald W. Black Business Enterprise	02.01; 04.	791
Chametaky, Jules Black and White in American Culture	02.01	792
Cohen, Arthur M. A Constant Variable	07.	793
Cotter, Jude T. Computerized Evaluation of Individual State Modules: Appalachian ABE Demonstration Center	03.	794
Dameron, Joseph D. The Preparation of Guidance Associates and Professional Counselors Within the Framework of a Competency-Based Program	01.	795
Davis, John P. The American Negro Reference Book	02.01	796
Hauser, Stewart T. Black and White Identity Formation	02.01	797
Jackson, Vivian C. Task Analysis: A Systematic Approach to Designing New Careers Programs	04.01	798
Kruger, Stanley W. Accountability and the Educational Program Auditor		799

MAJOR CLASSIFICATION: 06. TRAINING

AUTHOR AND TITLE	OTHER CLASSIFICATIONS	PAGE
Labor, U.S. Department of, Bureau of Labor Statistics Black Americans	02.01	800
No Author Occupational Manpower and Training Needs, Bulletin No. 1701	04.	801
O'Hare, Robert W. Evaluating Pupil Personnel Programs, Monograph 2		802
Pinkney, Alphonso Black Americans	02.01	803
Sawyer, Horace W. Adjustment: A Systems Approach		804
Schwartz, Ron Accountability Special Editorial Report		805
Seabright, Carol L. Bibliography for Curriculum Development in Counseling Skills for the Helping Professions	01.	806
Shearon, Ron W. The Debate Over Behavioral Objectives: A Call for Bringing the Learner into the Matter of Learning		807
No Author The Work Sample: Reality-Based Assessment of Vocational Potential	04.03	808
Uilery, William J. Development and Evaluation of an Experimental Curriculum for the New Quincy (Mass.) Vocational-Technical School Project ABLE, Final Report		809
Walter, Dick An Overview of Computer-Assisted Instruction for Adult Educators	07.	810

MAJOR CLASSIFICATION: .07 ADULTHOOD

AUTHOR AND TITLE	OTHER CLASSIFICATIONS		PAGE
Adoff, Arnold Black on Black: Commentaries by Negro Americans			811
Allen, Lindley S. Counseling Adults Poses Different Problems than Counseling Day Students	03.	02.	812
Aragon, J. A. Learn, Amigo, Learn	03.	04.	813
Austin, H. Women: A Bibliography on Their Education and Careers	03.	04.	814
Axford, Roger W. Adult Education: The Open Door	03.	02.	815
Barbier, Marietta N. Counseling for Mature Women	02.		816
Barclay, D. J. Notes on the Future of Education	04.		817
Baskin, Samuel University Without Walls: First Report	03.		818
Bischof, Ledford J. Adult Psychology	02.		819
Borow, Henry Man In a World at Work			820
Brown, Dee Bury My Heart at Wounded Knee: An Indian History of the American West			821
Brown, Thomas E. The Middle-Life Search for Vocation	03.		822
Buckley, Mary Counseling the Aging	02.	03.	823
Burma, John H. Mexican-Americans in the U. S.			824

MAJOR CLASSIFICATION: 07. ADULTHOOD

AUTHOR AND TITLE	OTHER CLASSIFICATIONS	PAGE
Business and Professional Women's Foundation Career Counseling: New Perspectives for Women and Girls	01. 02. 04.	825
Campbell, D. P. Vocational Interests of Non-Professional Women	03. 04.	826
Chinn, Thomas A History of the Chinese in California: A Syllabus		827
Clement, W. Achievement Motivation Program	03.	828
Collings, Kent J. The Second Time Around: Finding a Civilian Career in Mid-Life	04.02; 04.04	829
Defense, U.S. Department of Target--Tomorrow: Second Career Planning for Military Retirees	04.02; 04.04	830
Dolan, Eleanor F. Counseling Techniques for Mature Women. Report of the Adult Counselor Program (June 14-August 6, 1965)	02.	831
Drucker, Peter F. The Age of Discontinuity--Guidelines to Our Changing Society	01.	832
Farmer, H.S. Home Career Conflict Reduction and the Level of Career Interest in Women	03. 04.	833
Fogarty, Michael P. Sex, Career and Family: Including an International Review of Women's Roles	02. 04.	834
Franklin, E. Frazier The Negro Family in the United States	01.	835
Friedan, Betty The Feminine Mystique	03.	836

MAJOR CLASSIFICATION: 07. ADULTHOOD

AUTHOR AND TITLE	OTHER CLASSIFICATIONS	PAGE
Fromm, Erich The Art of Loving		837
Galarza, Ernesto Merchants of Labor: The Mexican Bracero Story		838
Government Printing Office Continuing Education Programs and Services for Women	04.	839
Haley, A. Autobiography of Malcolm X		840
Harmon, L. Women's Interests... Fact or Fiction?	03. 04.	841
Henry, Jeanette Textbooks and the American Indian		842
Johnson, T. Bradford The Quest of the Black Man	03.	843
Keniston, E. An American Anachronism: The Image of Women and Work	03. 04.	844
Kidd, J.R. How Adults Learn	03.	845
Kievit, Mary B. Review and Synthesis of Research on Women in the World of Work	03. 04.	846
Kreps, J. Sex in the Market Place: American Women at Work	04.	847
Lewis, E.C. Developing Women's Potential	02. 03. 04.	848
Lifton, Robert The Woman in America		849
Lincoln, C. Eric A Look Beyond Matriarchy		850

MAJOR CLASSIFICATION: 07. ADULTHOOD

AUTHOR AND TITLE	OTHER CLASSIFICATIONS	PAGE
National Association for Public Continuing and Adult Education How Self-Concept Affects Adult Learning	02. 03.	851
Parnes, Herbert S. The Pre-Retirement Years: A Longitudinal Study Of The Labor Market Experience of Men, Volume 3	04. 99	852
No Author Post Secondary and Adult Curriculum Guide	03. 04.	853
Raines, Max R. Community Services: Goals for 1980	03.	854
Robbins, William A. The Non-Traditional Young Adult Student	03.	855
Robinson, Cecil With the Ears of Strangers: The Mexican in American Literature	01.	856
Robinson, Phileon B., Jr. Socio-Cultural Characteristics of Senior Citizen Participants in Adult Education Activities	02. 03. 04.	857
Rose, Peter I. They and We: Racial and Ethnic Relations in the United States		858
Samora, Julian La Raza: Forgotten Americans		859
Schletzer, Vera M. Continuing Education for Women, A Five-Year Report of the Minnesota Plan, 1960-1965	02. 03.	860
Schrank, Robert The Young Workers: Their Influence on the Workplace, Volume 516	05.	861
Skinner, B. F. Beyond Freedom and Dignity		862

MAJOR CLASSIFICATION: 07. ADULTHOOD

AUTHOR AND TITLE	OTHER CLASSIFICATIONS		PAGE
Steiner, Stan The New Indians			863
Thoroman, E.C. The Vocational Counseling of Adults and Young Adults	02.		864
Toffler, Alvin Future Shock	03.	06.06	865
Valentine, Charles Culture and Poverty: Critique and Counter-Proposals			866
Westervelt, E. Women's Higher and Continuing Education: An Annotated Bibliography with Selected References on Related Aspects of Women's Lives	02.	04.	867
Yetti, F. Choice: The Issue of Black Survival in America			868

CLASSIFICATION

01 . ______ 02 . ______ 07 . 03

___ . ______ ___ . ______ ___ . ______

AUTHOR: Aker, George F.

CORPORATE AUTHOR:

TITLE: Improving Education for Older Adults--Third Leadership Development Institute

PRICE: $2.00 **DATE:** 1972 115 **PAGE(s)**

SOURCE: Florida State University
Department of Adult Education
Tallahassee, Florida

MEDIA: Program

ORIENTATION:

- Career Planning
- Adult Counseling
- Career Education
- Adult Development
- Older Adults

SUBJECT CONTENT: School and non-school personnel were involved in a summer institute involved in counseling and programming for senior citizens. This report was based upon the third in a series of workshop seminars. The purpose was to develop and improve educational programs and processes for the senior citizen. Emphasis was also placed on the need for inter-institutional cooperation. Speeches and reports are included. Detailed summary evaluations and follow-up are included.

COMMENT:

CLASSIFICATION

01. ______ 02. ______ 03. ______

06.05 ______ ______

AUTHOR: Altshuler, Alan A.

CORPORATE AUTHOR:

TITLE: Community Control: The Black Demand for Participation in Large American Cities

PRICE: **DATE:** 1970 **PAGE(s)**

SOURCE:

MEDIA: Book

ORIENTATION:

Manpower Utilization	Social Services
Adult Development	Human Development
Social Responsibility	Career Development
Adult Learning	

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

01 ___.______ 02 ___.______ 04 ___.______

___.______ ___.______ ___.______

AUTHOR:

CORPORATE AUTHOR: American Vocational Association

TITLE: Vocational Aspects of Guidance: A Statement Policy of the American Vocational Association (#21368)

PRICE: .50¢ **DATE:** November, 1968 **PAGE(s)**

SOURCE: American Vocational Association
1510 H Street, N.W.
Washington, D.C. 20005

MEDIA: Book

ORIENTATION: Vocational Guidance

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

01.   04.

AUTHOR: Aragon, Al and Ed Fuller

CORPORATE AUTHOR:

TITLE: An In-Service Manual for Counselors in Career Education

PRICE: **DATE:** 1972   39 **PAGE(s)**

SOURCE: Northwest Regional Educational Laboratory
710 S.W. 2nd Avenue
Portland, Oregon 97204

MEDIA: Pamphlet

ORIENTATION: Performance-based statements for measuring counselor performance and competencies.
Task Analysis

SUBJECT CONTENT: Counselor effectiveness, Professional counselor skill levels: Counseling techniques; Staff relationships; Labor market (placement and job development); Clientele; Assessment; Career development; Information services; Counselor self-evaluation: Learner self-analysis; Career choice and pursuit; Career training; Job search; Staff relations.

COMMENT:

CLASSIFICATION

01 . 03

03 .

06 . 05

AUTHOR: Banks, James and Jean D. Grambs

CORPORATE AUTHOR:

TITLE: Black Self-Concept

PRICE:

DATE: 1972

PAGE(s)

SOURCE:

MEDIA: Book

ORIENTATION:

- Adult Learning
- Human Development
- Guidance Counseling
- Social Responsibility
- Individual Counseling
- Counseling Effectiveness
- Thought Processes

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

01.03 04.02

AUTHOR: Barre, Mary E.

CORPORATE AUTHOR:

TITLE: "College Information and Guidance." Guidance Monograph Series IV: Career Information and Development

PRICE: **DATE:** 1970 70 **PAGE(s)**

SOURCE: Houghton-Mifflin Company
Boston, Massachusetts

MEDIA: Booklet

ORIENTATION:

- Educational Counseling
- Guidance Counseling
- Career Development
- Counselors
- Counseling Services

SUBJECT CONTENT: The role of the counselor as an educational adviser is discussed. Suggestions are made on college selection, application, testing and financial processes. Bibliographies and an index are included.

COMMENT:

CLASSIFICATION

01 . ______ 02 . ______ 03 . ______

04 . ______ ___ . ______ ___ . ______

AUTHOR: Baugh, Douglas S. and William E. Martin

CORPORATE AUTHOR:

TITLE: Total Career Capability for All. A Career-Development Program Model

PRICE: MF .65 **DATE:** 1970 64 **PAGE(s)**
HC $3.29

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:
Career Planning
Career Education
Career Development
Educational Counseling
Human Development
Individual Counseling

SUBJECT CONTENT: A comprehensive career development model attempts to provide total career capability for all students. Some of the objectives are: To provide students with experiences and information that presents occupational dimensions accurately. To provide appropriate situations at different levels so that all youth may have an opportunity to make dicisions, to discuss and examine the process, and to understand the basis for judging the quality of one's decision.

COMMENT: Good information on decision-making.

CLASSIFICATION

01.

AUTHOR: Berne, Eric

CORPORATE AUTHOR:

TITLE: Games People Play

PRICE:

DATE: 1964

192 PAGE(s)

SOURCE: Grove Press, Inc.
New York, N.Y.

MEDIA: Book

ORIENTATION: Writings on the psychology of human relationships
Guidance and Counseling
Human Development

SUBJECT CONTENT: Analysis of games; Thesaurus of games; Beyond games.

COMMENT:

CLASSIFICATION

01.　　　　02.

AUTHOR: Biehn, Jennifer

CORPORATE AUTHOR:

TITLE: "Community as Counselor." The Personnel and Guidance Journal, Volume 50, No. 9

PRICE:　　**DATE:** May, 1972　　5 **PAGE(s)**

SOURCE: American Personnel and Guidance Association
1607 New Hampshire Avenue,
Washington, D.C. 20009

MEDIA: Journal

ORIENTATION: Discusses a process in which people in a community setting offer counsel to one another.
Community service

SUBJECT CONTENT: Results of an experiment in group living and learning based on a personal growth model.

COMMENT:

CLASSIFICATION

01. ______ 01. 01 02. ______

____. ______ ____. ______ ____. ______

AUTHOR: Bishop, D. S.

CORPORATE AUTHOR:

TITLE: The Use of Family Therapy Concepts and Techniques in Guidance and Counseling (ED 058 577)

PRICE: MF .65
HC $3.29

DATE: Spring, 1970

10 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P. O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:

Counseling and Guidance	Group Counseling
Family Counseling	Adult Counseling

SUBJECT CONTENT: The systems theory of families conceptualized not only the interaction among family members but also the interaction between families and other systems, such as schools. This paper has given a brief review of the concepts and some basic techniques. Clinical examples have been used to show the relationship and application to school difficulties. Systems theory concepts and techniques are of use, therefore, not only for freeing up individual family members for better achievement, but also for correcting similar problem patterns between student and teacher, family and school, or school staff.

COMMENT:

CLASSIFICATION

01 . ____ 02 . ____ ____ . ____

____ . ____ ____ . ____ ____ . ____

AUTHOR: Bishop, Leslie J.

CORPORATE AUTHOR:

TITLE: "Who is the Counselor?" Educational Leadership, Volume 16

PRICE: **DATE:** January, 1967 9 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:
Counselors
Adult Counseling, Self-Concept, Self-Identity
Counselor Acceptance

SUBJECT CONTENT: The author points out the importance of establishing self-concept and self-identity constructs as basic to a sound philosophy of counseling. The goal of adult counseling is to provide the setting in which the counselee is able to develop sufficient insight into his own self system so that he can make his own decisions and resolve his own problems. The counseling function is strategic to the success of the educational enterprise.

COMMENT:

CLASSIFICATION

01 . ______ 05 . ______ 05 . 01

AUTHOR: Blackburn, Laura F.

CORPORATE AUTHOR:

TITLE: "Intern Counseling Competence as a Function of Supervisor and Intern Personality Characteristics." Dissertation Abstracts International Volume 31 (12-A)

PRICE: **DATE:** June, 1971 106 **PAGE(s)**

SOURCE:

MEDIA: Dissertation

ORIENTATION:

Counselors	Counseling Goals
Guidance Counseling	Counselor Acceptance
Counseling Effectiveness	Counseling Programs

SUBJECT CONTENT: This study was to investigate relationships of (a) certain counselor supervisor personality characteristics, (b) certain intern personality characteristics, (c) intern's perceptions of similarities between his personality characteristics and those of his supervisor, and (d) the amount of counseling acquired by the intern. Interns having Personal Preference Schedule (PPS) scores least like their supervisors. Interns perceiving themselves, accurately or inaccurately, to have personality characteristics most like their supervisors received higher ratings than those perceiving themselves having personality characteristics least like their supervisors.

COMMENT:

CLASSIFICATION

01 . ______ 06 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Blocker, Donald H.

CORPORATE AUTHOR:

TITLE: Toward an Ecology of Student Development

PRICE: **DATE:** 1973 10 **PAGE(s)**

SOURCE: Division of Educational Psychology, College of Education
University of Minnesota
Minneapolis, Minnesota 55455

MEDIA: Paper

ORIENTATION:

- Student Development
- Developmental Tasks
- Human Development
- Ecological Model
- Student Development
- Self-Actualization

SUBJECT CONTENT: This paper discusses a new model for student personnel programs based on an ecology of human developments which utilizes Erik Erickson's "Eight Stages of Man," Marlow's Self-Actualization Processes, Kohlberg's Moral Development Schema and Lobiringer's Ego Development Model. The model combines developmental theory and practices with interaction with one's perceived environment to create the dynamic equilibrium or ecological balance between the student and his environment that will allow maximum growth to occur.

COMMENT:

CLASSIFICATION

01 . 02 02 . 02 04 .

AUTHOR: Bluhna, Harry P.

CORPORATE AUTHOR:

TITLE: The Employment Counselor as a Vocational Counselor
(ED 042 195)

PRICE: MF .25¢
HC .50¢

DATE: March 24, 1970

PAGE(s)

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:

Counseling	Rehabilitation Counseling
Vocational Counseling	Manpower Utilization
Adult Counseling	Adult Dropouts

SUBJECT CONTENT: This paper was presented at the APGA Convention in New Oreleans, Louisiana, March 1970. The purpose was to explore the role of the employment counselor as a vocational counselor to dropouts. Some of the topic titles include: Counselor Function, Providing Vocational Guidance, Lack of Vocational Maturity, Problems in School, Communications Barriers and Counselor Prejudices.

COMMENT:

CLASSIFICATION

01 . ______ 03 . ______ 06 . 02

07 . ______

AUTHOR: Blum, Zahave D.

CORPORATE AUTHOR:

TITLE: Are the Poor Different from You and Me?

PRICE: **DATE:** 1969 17 **PAGE(s)**

SOURCE: The Johns Hopkins University
Department of Social Relations
Baltimore, Maryland

MEDIA: Paper

ORIENTATION:

- Adult Counseling
- Guidance Counseling
- Counseling Effectiveness
- Counselor Acceptance
- Adult Learning
- Adult Development

SUBJECT CONTENT: A paper presented at the Workshop to Increase and Improve University Teacher Training Programs in ABE, March, 1969. Different research approaches to the "poor" are made: then follows a discussion of whether the "poor" qualitatively or quantitatively differ from higher social strata and the "culture of poverty." The paper concludes summarizing the findings from On Understanding: Perspectives from the Social Sciences edited by Daniel Moynihan. Occupational Mobility charts and a bibliography are included also.

COMMENT:

CLASSIFICATION

01 . 02 . 04 .

AUTHOR: Bohn, Martin J. and Others

CORPORATE AUTHOR:

TITLE: The Educational and Career Exploration System: Field Trial and Evaluation (ED 038 661)

PRICE: MF .25¢
HC .65¢ **DATE:** March 6, 1970 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: Paper

ORIENTATION: Career Planning
Vocational Counseling
Vocational Development
Guidance Counseling

SUBJECT CONTENT: The results of a field test of a computer-assisted counseling system was presented at American Educational Research Association Convention, Minneapolis, Minnesota, March, 1970. Three questions were asked: Does the education and career exploration system function adequately? Does it effect students' vocational development? What reactions does it elicit from students, parents, counselors and teachers?

COMMENT:

CLASSIFICATION

01 . 02 06 . 06 .

. .

AUTHOR: Bradley, Richard W.

CORPORATE AUTHOR:

TITLE: "Studies and Projects To Improve Vocational Guidance Services." Vocational Guidance Quarterly, Volume 19, No. 4

PRICE: **DATE:** June, 1971 7 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:
Vocational Counseling
Career Planning
Human Development

SUBJECT CONTENT: This paper covers types of vocationally related research and projects that practicing counselors would like to see done, followed by some suggestions for potential application of these topics. It is hoped that some counselors will be encouraged to conduct research in their local settings.

COMMENT:

CLASSIFICATION

01.02 04.

AUTHOR: Bradley, Richard W. and Others

CORPORATE AUTHOR:

TITLE: The Occupational Information and Vocational Guidance Curriculum: Implementation of Counselor and Counselor Educators Perceptions of Pre-Service Training (ED 061 412)

PRICE: MF .65
HC $6.58

DATE:

115 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P. O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:
Vocational Guidance
Career Development
Counseling Instructional Program

SUBJECT CONTENT: In this study, 197 Illinois secondary school counselors and 21 counselor educators were asked to report views they held concerning perceived relative importance of vocational content areas presented in graduate counselor education training. Topics rated most important by counselors were: (1) local sources of occupational information, (2) funding, (3) referral and placement of students, and (4) followup studies. Counselor educators rated these topics as most important: (1) local sources of occupational information, (2) theory, and (3) information about occupational requirements.

COMMENT:

CLASSIFICATION

01 . ____________   07 . ____________   ____ . ____________

____ . ____________   ____ . ____________   ____ . ____________

AUTHOR: Brawer, Florence B.

CORPORATE AUTHOR:

TITLE: New Perspectives On Personality Development In College Students

PRICE: $9.50   **DATE:** 1973   **PAGE(s)**

SOURCE: Jossey-Bass Inc., Publishers
615 Montgomery Street
San Francisco, California 94111

MEDIA: Book

ORIENTATION:
Counseling and Guidance
Personality
Pupil Personnel Services

SUBJECT CONTENT: This book presents a new measure of the college student's total personality, which advances personality theory and is supported by recent research. Its use will provide insight and information to planners, administrators, and institutional researchers who are developing plans and formulating better ways to prepare students both new and traditional to meet the challenges they face today.

COMMENT:

CLASSIFICATION

01 . 03 03 . 06 . 05

AUTHOR: Brazier, Arthur

CORPORATE AUTHOR:

TITLE: Black Self-Determination

PRICE: **DATE:** 1969 **PAGE(s)**

SOURCE:

MEDIA: Book

ORIENTATION:

Adult Learning
Guidance Counseling
Counseling Effectiveness
Counselor Acceptance
Manpower Utilization
Human Development
Social Responsibility

SUBJECT CONTENT: Woodlawn Organization; Church and race problems in Chicago.

COMMENT:

CLASSIFICATION

01 . ______ 02 . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Briskin, Alan S.

CORPORATE AUTHOR:

TITLE: A Developmental Model of Self-Awareness

PRICE: **DATE:** 1973 14 **PAGE(s)**

SOURCE: University of Minnesota-Division of Educational Psychology
141 Burton Hall
Minneapolis, Minnesota 55455

MEDIA: Paper

ORIENTATION:
Self-Awareness
Developmental Tasks
Cognitive-Developmental Life-Span Stages

SUBJECT CONTENT: A number of developmental constructs are proposed to a cognitive-developmental theory of self-awareness. They are competence maturation, developmental potential, optimum conditions for development, readiness for self-awareness, triggering events, and differential behavioral patterns. The model emphasizes the concept of "life-span" developmental tasks. Adult educators have in these stage models a framework for assessing adult development and perceiving for differential interventions based on the person's stage or level of development.

COMMENT:

CLASSIFICATION

01 . 02   04 . 03   07 . ____

____ . ____   ____ . ____   ____ . ____

AUTHOR: Brown, Duane

CORPORATE AUTHOR:

TITLE: "Students' Vocational Choices: A Review and Critique." Guidance Monograph Series IV: Career Information and Development

PRICE: **DATE:** 1970   80 **PAGE(s)**

SOURCE: Houghton-Mifflin Company
2 Park St.
Boston, Massachusetts 02107

MEDIA: Monograph Series

ORIENTATION:

Guidance Counseling	Career Planning
Vocational Counseling	Career Development

SUBJECT CONTENT: This unit gives the results of a study on the relation of vocational choice in a variety of age groups (pre-adolescence, early and late childhood, late adolescence and adults) to social, cultural, educational and parental influences. A bibliography and index are included.

COMMENT:

CLASSIFICATION

01 . ______ 06 . 06 ______ ______ . ______

______ . ______ ______ . ______ ______ . ______

AUTHOR: Brown, Duane and Merilynn Cannaday

CORPORATE AUTHOR:

TITLE: "Counselor, Counselee and Supervisor Ratings of Counselor Effectiveness." Counselor Education and Supervision

PRICE: **DATE:** 1969 6 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:
Guidance Counseling
Individual Counseling
Counseling Effectiveness

SUBJECT CONTENT: This article investigates the impact of interviews upon the ratings, impact of sex differences between counselor and counselee and extent of agreement between counselor, counselee, and supervisor ratings of overall counseling effectiveness.

COMMENT:

CLASSIFICATION

01 . 01	01 . 03	02 . 01
02 . 03	.	.

AUTHOR: Bryde, John F.

CORPORATE AUTHOR:

TITLE: "Indian Students and Guidance." Guidance Monograph Series VI: Minority Groups and Guidance

PRICE: **DATE:** 1971 60 **PAGE(s)**

SOURCE: Houghton-Mifflin Company
2 Park St.
Boston, Mass 02107

MEDIA: Monograph Series

ORIENTATION:

Adult Counseling	Educational Counseling
Behavioral Counseling	Guidance Counseling
Adults	

SUBJECT CONTENT: The emphasis in this monograph is on the study of the American Indian. Cultural patterns, response patterns, value system, personality factors and suggestions on how to relate to Indians in a guidance setting are included. Suggestions are directed to teachers and counselors. The discussion concerns children but can be translated to the needs of American Indian adults.

COMMENT:

CLASSIFICATION

01 . 02 04 . 02

AUTHOR: Campbell, Robert E.

CORPORATE AUTHOR:

TITLE: Systems Under Development for Vocational Guidance (ED 011 039)

PRICE: MF .65
HC $3.29

DATE: August, 1966

70 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:
Training
Systems Approach
Vocational Counseling

SUBJECT CONTENT: A conference to review experiences, problems and insights developed by the individual participants through research and operational use of careers, exploratory study of information processing procedures and computer based technology in vocational counseling.

COMMENT: A Report of A Research Exchange Conference. Ohio State University, August 18-19, 1966.

CLASSIFICATION

01 . 02 06 . 01 06 . 04

____ . ________ ____ . ________ ____ . ________

AUTHOR: Campbell, Robert E.

CORPORATE AUTHOR:

TITLE: The Systems Approach: An Emerging Behavioral Model for Vocational Guidance; A Summary Report (ED 047 127)

PRICE: MF .65
HC $3.29

DATE: January, 1971

33 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:

Systems Approach
Behavioral Objectives
Vocational Guidance
Guidance Programs
Program Evaluation

SUBJECT CONTENT: The primary purpose of this project was to develop a procedural model for improving vocational guidance programs in senior high schools. Using a systems approach, the model: (1) emphasizes student behavioral objectives, (2) gives alternative methods for accomplishing these objectives, (3) provides program evaluation strategies, (4) incorporates guidelines for program change, (5) can be operationally demonstrated in pilot locations and subsequently replicated in other locations. The ten procedural phases of the model were developed over a 26 year period in cooperation with a comprehensive high school, although the basic model is flexible enough for use at many levels such as the state guidance system or local school systems.

COMMENT:

CLASSIFICATION

01 . 01   04 . 01   03 .

AUTHOR: Campbell, Robert E. and Louise Vetter

CORPORATE AUTHOR:

TITLE: Career Guidance: An Overview of Alternative Approaches (ED 057 153)

PRICE: MF .65
HC $3.29

DATE: August, 1971

21 PAGE(s)

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION: Vocational Guidance, Career Education, Social Changes, Career Development, Systems Approach

SUBJECT CONTENT: By presenting a brief overview of alternative approaches to career guidance programs, this publication was designed to serve state-level planners interested in reviewing the key concepts relative to career development and planning. The compact nature of the review should provide a ready reference of practitioners seeking alternative delivery systems for accomplishing career development. Alternative approaches which received special attention are: (1) occupational exploration, (2) developmental (K-14) approach, (3) systems approach, and (4) computer assisted approaches. Also included is a discussion of considerations and recommendations based on extrapolations of current and future options.

COMMENT:

CLASSIFICATION

01.　　02.

AUTHOR: Canty, W. Alan

CORPORATE AUTHOR:

TITLE: An Exploration of Counselor-Potential Personality Attributes as Found in Four Selected Adult Populations

PRICE: M $3.20
X $11.25

DATE: 1968

246 **PAGE(s)**

SOURCE: (Order #69-12,064)
The University of Michigan

MEDIA: Dissertation

ORIENTATION:
Adult Counseling
Counseling Effectiveness
Counselors
Counseling Programs
Guidance Programs

SUBJECT CONTENT: The objective of this study was to locate adults with counselor potential; and to develop a theory about adult personality attributes. The research was conducted during 1967-1968 in four select secondary schools in the Mid-West. The major instrument used was the Counselor Situational Analysis Inventory mainly because it requires no previous knowledge of counseling. An instrument developed specifically for adults (Student Crisis Index) was the second instrument used. The author says this about the results: "These results are conceived as contributing to existing theoretical knowledge of counselor aptitude, and to aid in the establishment of standards for selection of counseling sub-professionals."

COMMENT:

CLASSIFICATION

01 . 01
01 . 03
02 . 01
02 . 03
07 .
.

AUTHOR: Cappelluzzo, Emma M.

CORPORATE AUTHOR:

TITLE: "Guidance and the Migrant Child." Guidance Monograph Series VI: Minority Groups and Guidance

PRICE:

DATE: 1971

58 PAGE(s)

SOURCE: Houghton-Mifflin Company
Boston, Massachusetts

MEDIA: Monograph Series

ORIENTATION:
Adult Counseling
Educational Counseling
Family Counseling
Guidance Counseling

SUBJECT CONTENT: This monograph presents the results of surveys, interviews and theories on the educational and social condition of the migrant child: specific suggestions are directed to teachers and counselors.

The orientation is in reference to children but much of the information is valuable in reference to migrant adults and their relationship to education and their children.

COMMENT:

CLASSIFICATION

01 . ______ ____ . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR:

CORPORATE AUTHOR:

TITLE: Career Guidance, Counseling and Placement (ED 041 143)

PRICE: DATE: October, 1969 PAGE(s)

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION: Conference Report
Vocational Counseling

SUBJECT CONTENT: Proceedings of the National Conference on Guidance, Counseling and Placement in Career Development and Educational-Occupational Decision-making.

COMMENT:

CLASSIFICATION

01 . 02 04 .

AUTHOR: Carey, Niel E.

CORPORATE AUTHOR:

TITLE: "Vocational Guidance for All: Is Differentiated Staffing The Answer?" American Vocational Journal, Volume 45, No 4

PRICE: DATE: April, 1970 2 PAGE(s)

SOURCE:

MEDIA: Journal

ORIENTATION: Vocational Counseling
Vocational Guidance
Counseling Services

SUBJECT CONTENT: In an attempt to provide guidance services to all students, a differentiated staffing pattern is recommended. This program would use the services of four categories of personnel: (1) paraprofessional, (2) guidance teacher, (3) school counselor, and (4) specialist/coordinator.

COMMENT:

CLASSIFICATION

01 . ______ ____ . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Carlson, Jon and John J. Peitrofesa

CORPORATE AUTHOR:

TITLE: "A Tri-level Guidance Structure: An Answer to Our Apparent Ineffectiveness." Elementary School Guidance and Counseling, Volume 5, No. 3

PRICE: **DATE:** March, 1971 5 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:
Counseling and Guidance
Counseling Effectiveness
Guidance Programs

SUBJECT CONTENT: The overwhelming shortage of trained counselors suggests an approach which makes more effective use of available personnel. A team approach using a counselor, a guidance worker and paraprofessionals is described, which permits the counselor to do more counseling and consultation and less guidance and administrative work.

COMMENT:

CLASSIFICATION

01 . 01   02 . 02   03 .

AUTHOR: Cassell, Douglas

CORPORATE AUTHOR:

TITLE: Counseling the Disadvantaged

PRICE: **DATE:** 1970   12 **PAGE(s)**

SOURCE:
Harford Junior College
Bureau of Adult Education
Harford County, Bel Air, Maryland

MEDIA: Paper

ORIENTATION:

- Adult Counseling
- Guidance Counseling
- Adult Learning
- Human Development

SUBJECT CONTENT: This document summarizes a two-week summer workshop for counselors and other ABE staff. It was designed to broaden understanding of problems of the (?) disadvantaged. Student comments comprise the majority portion of this paper. The planners used their suggestions as guidelines for future training programs.

The word "disadvantaged" is meaningless unless it is qualified/specified (economic, educational, cultural?).

COMMENT:

CLASSIFICATION

01 . 01 01 . 03 02 . 01

02 . 03

AUTHOR: Cayton, Paul W.

CORPORATE AUTHOR:

TITLE: The Counseling Process in an MDT Program for Offenders--Emphasis: Problems

PRICE: **DATE:** 1967 11 **PAGE(s)**

SOURCE: Draper Correctional Center
Elmore, Alabama

MEDIA: Paper

ORIENTATION:

- Adult Counseling
- Educational Counseling
- Guidance Counseling
- Counseling Theories
- Manpower Utilization
- Adult Learning

SUBJECT CONTENT: This paper was presented at Draper Conference on Manpower Development and Training in Correctional Programs (May, 1967). It includes a description of the counseling process for inmates. Personal and educational problems are discussed. Staff problems as a cause of ineffectual counseling is discussed also. A strong correlation is drawn between the inmates inability to adjust to the outside world and increased time spent in institutions.

COMMENT:

CLASSIFICATION

01 . 02

AUTHOR: Chick, Joyce M.

CORPORATE AUTHOR:

TITLE: "Innovations in the Use of Career Information." Guidance Monograph Series IV: Career Information and Development

PRICE: **DATE:** 1970 63 **PAGE(s)**

SOURCE: Houghton-Mifflin Company
Boston, Massachusetts

MEDIA: Booklet

ORIENTATION:
Guidance Counseling
Vocational Counseling
Counseling Theories

SUBJECT CONTENT: This counseling unit is informational; it provides information on the latest innovations in computer technology, simulation and gaming techniques and other media. A large part of the unit emphasizes the importance of adequate, appropriate information for sound decision-making. Counselors of adults may find this unit interesting in spite of its theoretical adolescent behavior and psychology orientation. A bibliography and index are included, also.

COMMENT:

CLASSIFICATION

01 . ______ 07 . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Clark, Kenneth B.

CORPORATE AUTHOR:

TITLE: Dark Ghetto

PRICE: **DATE:** 1965 **PAGE(s)**

SOURCE: Harper and Row, Publishers, Inc.
49 East 33rd St.
New York, N.Y. 10016

MEDIA: Book

ORIENTATION: Human Development
Social Change

SUBJECT CONTENT: Analysis of Negro power structure--political, religious, economic, intellectual--and dissection of the effectiveness and ineffectiveness of civil rights strategies.

COMMENT:

CLASSIFICATION

01.02   02.02   04.04

AUTHOR: Clavert, Robert

CORPORATE AUTHOR:

TITLE: Employing the Minority Group College Graduates

PRICE: **DATE:** 1968   **PAGE(s)**

SOURCE:

MEDIA: Book

ORIENTATION:

Job Analysis
Career Education
Vocational Counseling
Job Placement
Career Education
Manpower Utilization

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

01 . 02 . 03 .

06 .

AUTHOR: Claybrook, Rodney

CORPORATE AUTHOR:

TITLE: Counselor Examination

PRICE: **DATE:** 1970 1 **PAGE(s)**

SOURCE: Chattanooga Public Schools
Office of Public Information
Chattanooga, Tennessee

MEDIA: Rating Sheet

ORIENTATION:

Adult Counseling	Counselor Acceptance
Guidance Counseling	Counseling Programs
Counseling Effectiveness	Guidance Programs

Adult Development

SUBJECT CONTENT: The second in a series of three rating sheets to examine counselors for staff suitability in ABE Programs in Tennessee. The interview questions were designed to measure sensitivity and awareness of student needs and relevant educational background. Suggested use: ABE Administrators in learning centers.

COMMENT:

CLASSIFICATION

01 . ____ 02 . ____ ____ . ____

____ . ____ ____ . ____ ____ . ____

AUTHOR: Conrad, Rowan W.

CORPORATE AUTHOR:

TITLE: Counseling Services: Family Services Division, Mountain-Plains Education and Economic Development Program

PRICE: **DATE:** July-October, 1973 7 **PAGE(s)**

SOURCE: Mountain-Plains Education & Economic Development Program, Inc.
P. O. Box 3078
Glasgow AFB, Montana 59231

MEDIA: Paper

ORIENTATION: Guidance and Counseling Program

SUBJECT CONTENT: Counseling objectives and measurement criteria: An operational beginning-overview, completion standards, abbreviation definitions, quarterly subjective counselor planner. Problems encountered and program revision: counseling.

COMMENT:

CLASSIFICATION

01 . ______ 02 . ______ 03 . ______

06 . ______ ___ . ______ ___ . ______

AUTHOR: Cottingham, Harold F.

CORPORATE AUTHOR:

TITLE: Directed Readings in Foundations of Guidance and Personnel Services

PRICE: **DATE:** 1964 100 **PAGE(s)**

SOURCE: McKnight and McKnight Publishing Company
Bloomington, Illinois

MEDIA: Booklet

ORIENTATION:

- Adult Counseling
- Counseling Goals
- Counseling Services
- Counseling Theories
- Pupil Personnel Services
- Counseling Instructional Systems

SUBJECT CONTENT: A syllabus with cross-indexing of 11 basic books with 11 reading units to an introductory course.

A quick reference chart to pages, texts and units are contained within.

There's much space available for student additions and notes from various readings.

COMMENT: The course is a broad survey course describing the field of guidance and personnel work.

CLASSIFICATION

01 . ________ 02 . ________ 03 . ________

06 . ________ ____ . ________ ____ . ________

AUTHOR:

CORPORATE AUTHOR:

TITLE: Counselor Action Maze

PRICE: **DATE:** 1970 56 **PAGE(s)**

SOURCE: ESC(Educational Systems Corporation)
Washington, D. C.

MEDIA: Booklet

ORIENTATION:

Training
Curriculum
Adult Learning
Adult Counseling
Guidance Counseling
Educational Counseling
Adult Development

SUBJECT CONTENT: The "maze" concept is a new trend in counseling in ABE and/or high school equivalency programs. A problem is presented and several alternatives are offered. The reader turns to the page he's chosen as an alternative. Subsequent questions send the reader to other pages until a solution is discovered. An attempt has been made to parallel life situations and to develop in the reader a sense of judgment.

COMMENT: Very good exercise for decision-making skills.

CLASSIFICATION

01 . 02 04 .

AUTHOR: Crites, John O.

CORPORATE AUTHOR:

TITLE: Vocational Psychology - The Study of Vocational Behavior and Development

PRICE: **DATE:** 1969 **704 PAGE(s)**

SOURCE: McGraw-Hill, Inc.
New York, N.Y.

MEDIA: Book

ORIENTATION: Career Development
Vocational Counseling

SUBJECT CONTENT: Review and synthesis of research and theory in the field of vocational psychology; institution of vocational choice and vocational adjustment as units of analysis; and codification and definition of vocational psychology as a field of scientific inquiry.

The field and foundations of vocational psychology; the process of vocational choice; the dynamics of vocational adjustment; research and theory in vocational psychology.

COMMENT:

CLASSIFICATION

01.03 02.03 03.

06.02

AUTHOR: Cruse, Harold

CORPORATE AUTHOR:

TITLE: The Crisis of the Negro Intellectual

PRICE:

DATE: 1967

594 PAGE(s)

SOURCE: William Morrow & Co., Inc.
New York, N.Y.

MEDIA: Book

ORIENTATION:

Adult Counseling	Counseling Effectiveness
Guidance Counseling	Manpower Utilization
Individual Counseling	Career Development

Adult Learning

SUBJECT CONTENT: A survey and examination of the Black Intellectual

COMMENT:

CLASSIFICATION

01 . ______ 02 . ______ 04 . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Cunha, Joseph E., Darryl Laramore, Bruce Lowery and Others

CORPORATE AUTHOR:

TITLE: Career Development: A California Model for Career Guidance Curriculum K-Adult

PRICE: $5.50 **DATE:** 1972 112 **PAGE(s)**

SOURCE: American Personnel and Guidance Association
1607 New Hampshire Avenue
Washington, D.C. 20009

MEDIA: Booklet

ORIENTATION:

Career Education	Leisure Time
Career Planning	Career Development
Adult Counseling	Curriculum

SUBJECT CONTENT: A monograph for counseling personnel prepared by a task force of California educators attempting to meet the demands of developing a career guidance/career education model. Three components comprise the career guidance counseling model. (1) Career Planning and Decision making, (2) Education, Work and Leisure Alternatives, (3) Life Styles and Personal Satisfaction.

COMMENT:

CLASSIFICATION

01.

AUTHOR: Dahlem, Glenn G.

CORPORATE AUTHOR:

TITLE: "Counselor Image: Crucial Target for Research."
Counselor Education and Supervision, Volume 8, No. 2

PRICE: DATE: 1969 4 PAGE(s)

SOURCE:

MEDIA: Journal

ORIENTATION:
Counselors
Guidance Counseling
Counseling Effectiveness
Counseling Programs
Guidance Programs

SUBJECT CONTENT: Suggestions for research studies of the counselor's image need to be undertaken by various groups (voters, taxpayers) divorced from the educative process.

COMMENT:

CLASSIFICATION

01 . ________ 06 . 06 ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR: Devlin, Joseph Stuart, Jr.

CORPORATE AUTHOR:

TITLE: The Evaluation of Programs of Student Personnel Services in Higher Education--A Synthesis

PRICE: **DATE:** 1968 **PAGE(s)**

SOURCE: Order No. 68-16,364
(No other information available)

MEDIA: Dissertation

ORIENTATION: Pupil Personnel Services

SUBJECT CONTENT: This study is a synthesis of literature dealing with the evaluation of total programs of student personnel service in institutions of higher education as well as a summary and comparison of two types of evaluation models (tested and untested). One of the major findings was "that the procedures actually followed in the report and evaluations differed markedly from those which were recommended." The only area of argument was in the use of faculty and students for information about the program.

COMMENT:

CLASSIFICATION

01 . ______ 02 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Diamond, Esther E. (editor)

CORPORATE AUTHOR:

TITLE: "Measurement and Evaluation in Guidance." American Personnel and Guidance Association, Volume 5, No. 3

PRICE: **DATE:** October 1972 61 **PAGE(s)**

SOURCE:

MEDIA: Periodical (quarterly)

ORIENTATION: Special issue-tests and counseling

SUBJECT CONTENT: Symposium: Tests and Counseling--the Marriage that Failed? Introduction by Dale Prediger; Testing and Counseling: Fact and Fancy--Alexander G. Wesman; The Basis for a Lasting Relationship between Tests and Counseling--Wilbur L. Layton; The Minnesota Vocational Interest Survey--Kenneth E. Clark; OVIS--a Non-Predicting Device--Ayres G. D'Costa; The Career Planning Program--More than a Test Battery--Gary R. Hanson and Nancy S. Cole; It's Time to Put Up or Shut Up--Leo Goldman; Can This Marriage Be Save?--H. Eugene Wysong; Tests and Development Career Guidance: The Untried Relationship--Dale Prediger.

COMMENT:

CLASSIFICATION

01 . 03 04 . 01 06 . 02

AUTHOR: Dillard, J. L.

CORPORATE AUTHOR:

TITLE: Black English

PRICE:

DATE: 1972

361 **PAGE(s)**

SOURCE:

MEDIA: Book

ORIENTATION:

Educational Counseling
Individual Counseling
Counselor Acceptance
Career Development
Training
Curriculum

SUBJECT CONTENT: History and usage of Black English in the United States.

COMMENT:

CLASSIFICATION

01 .

AUTHOR: Doyle, W. L. and R. C. Conklin

CORPORATE AUTHOR:

TITLE: "Counselor Effectiveness: A Changing Emphasis."
Canadian Counselor, Volume 4, No. 4

PRICE:

DATE: 1970

6 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:
Counselor
Counseling Effectiveness
Guidance Counselors
Counseling Programs
Guidance Programs

SUBJECT CONTENT: A shift in training emphasis is suggested. Emphasis should be changed from trait factor personality studies to research in the areas of cognitive style, flexibility, perception and psychological openness.

COMMENT:

CLASSIFICATION

01 . ______ 02 . ______ 04 . 01

AUTHOR: Dunn, James A.

CORPORATE AUTHOR:

TITLE: The 1970 Plan Guidance Program
(ED 038 677)

PRICE: MF .25
HC $1.20

DATE: 1970

PAGE(s)

SOURCE: American Institues for Research
Washington, D. C.

MEDIA: ERIC

ORIENTATION:

Counseling	Guidance Programs
Individualized Instruction	Occupational Information
Vocational Counseling	

SUBJECT CONTENT: There are five basic assumptions underlying the first component of Plan's guidance program. (1) Orienting new students to Plan and orienting current Plan students to operational changes in Plan when they occur, (2) Assisting students to improve listening, study and test-taking skills, (3) Providing students with a broad base of information regarding the nature of the working world, (4) Helping students determine personal interest and abilities, (5) Assisting students and parents in more effective formulation of their goals.

COMMENT:

CLASSIFICATION

01.

AUTHOR:

CORPORATE AUTHOR: Educators Assistance Institute

TITLE: Priority Counseling Survey Guidance Assistance Instrument

PRICE: **DATE:** 43 **PAGE(s)**

SOURCE: Educators Assistance Institute
9841 Airport Boulevard
Los Angeles, California 90045

MEDIA: Pamphlet

ORIENTATION: Determining individual student guidance needs

SUBJECT CONTENT: Computerized instrument to provide student guidance services; uses needs assessment instrument.

COMMENT:

CLASSIFICATION

01. ______ 02. 03 03. ______

04. 01 06. 02 07. 01

AUTHOR: Edwards, Harry

CORPORATE AUTHOR:

TITLE: Black Students

PRICE: **DATE:** 1970 234 **PAGE(s)**

SOURCE: The Free Press
866 Third Avenue
New York, N.Y. 10022

MEDIA: Book

ORIENTATION:

Adult Learning	Guidance Counseling
Individual Counseling	Manpower Utilization
Curriculum	Intellectual Development

SUBJECT CONTENT: Historical development of the Black student movement--the factors underlying the emergence and waning of its various phases; the characteristics and philosophies of the movement's present participants; and its possible future directions.

COMMENT:

CLASSIFICATION

01. ________ 02. ________ 03. ________

07. ________ ____. ________ ____. ________

AUTHOR: Ellis, Arthur H.

CORPORATE AUTHOR:

TITLE: Comprehensive Adult Learning and Counseling Center

PRICE: DATE: 1971 34 PAGE(s)

SOURCE: Laramie County Community College
Cheyenne, Wyoming

MEDIA: Booklet/Report

ORIENTATION:

Adult Counseling	Educational Counseling
Guidance Counseling	Adult Learning
Counseling Programs	Educational Strategies
Adult Development	

SUBJECT CONTENT: This report covers a two-month proposal, establishing the need for an ABE Learning-Counseling Center at Laramie County Community College (preferably in the Model Cities area). Guidelines for the hiring of staff, recruitment goals and student composition guidelines are also included. The report could be helpful to others planning the institution of Learning-Counseling Centers.

COMMENT:

CLASSIFICATION

01 . 02   02 . 02   04 .

AUTHOR: Fairchild, Charles K.

CORPORATE AUTHOR:

TITLE: Worker Relocation: A Review of U.S. Department of Labor Mobility Demonstration Projects. Final Report. (ED 048 441)

PRICE: MF .65
HC $6.50

DATE: April 27, 1970

179 PAGE(s)

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION: Job Development
Manpower Utilization

SUBJECT CONTENT: The U. S. Dept. of Labor studied these projects for four years. This report reviews the progress. Data was gathered from written material and from field trips. The data was measured in terms of program costs, training, relocation and financial assistance.

COMMENT:

CLASSIFICATION

01 . _____ 02 . _____ 03 . _____

06 . 02 04 . _____ ___ . _____

AUTHOR: Farlow, Barbara A.

CORPORATE AUTHOR:

TITLE: An Equal Chance: Handbook for Counseling Indian Students
(ED 050 364)

PRICE: MF .65
HC $3.29

DATE: 1971

52 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:

Adult Counseling	Counseling
Guidance Counseling	Minority Groups
Vocational Guidance	Vocational Counseling

SUBJECT CONTENT: Educational, Vocational and Occupational information is provided to aid teachers, counselors and administrators in counseling Indian students.

COMMENT:

CLASSIFICATION

01 . ______ 07 . 02 07 . 03

____ . ______ ____ . ______ ____ . ______

AUTHOR: Farmer, James A., Jr. and Robert G. Williams

CORPORATE AUTHOR:

TITLE: "An Educational Strategy For Professional Career Change."
Adult Leadership, Volume 19, No. 10

PRICE: **DATE:** April, 1971 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:

Adult Counseling	Career Change
Middle-Aged Adults	Older Adults

SUBJECT CONTENT: There is increasing evidence that sizeable numbers of 30, 40, and even 50 year old persons in a variety of professions, voluntarily or of necessity, are becoming involved in the professional career changing process.

COMMENT:

CLASSIFICATION

01 . ______ 02 . ______ 03 . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Faunce, R. W.

CORPORATE AUTHOR:

TITLE: "When is a Counselor... ?" The Personnel and Guidance Journal, Volume 48

PRICE: **DATE:** March 1970 4 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:

Counselors	Adult Counseling
Adult Basic Education	Career Development

SUBJECT CONTENT: Faunce reported a work experience project for low income adults and the experiences in attempting to establish a counseling program when the duties, function, and objectives of the counseling program are not well established. He stresses the importance of counselors carefully planning their programs to meet the individual needs of the clientele which it is designed to serve.

COMMENT:

CLASSIFICATION

01 . ______ 05 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Fischer, Guerin A.

CORPORATE AUTHOR:

TITLE: "Accountability (and MBO) of Student Personnel."
Community College Review, Volume 1, No. 2

PRICE:

DATE: July/August,1973 7 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:
Behavioral Objectives
Accountability
Management by Objectives (MBO)
Student Personnel Programs

SUBJECT CONTENT: Recent social pressures have prompted higher education to examine itself in a manner never before undertaken. Community colleges, as institutions which are particularly involved with their service areas, must also be accountable for their activities. Top level management should set the goals, middle management should implement them, and the lower echelons should perform their proper roles within the structure. All levels should set up a Managment by Objectives approach to program planning an implementation of such programs.

COMMENT:

CLASSIFICATION

01.______ 07.______ 02.______

___.______ ___.______ ___.______

AUTHOR: Fischer, Guerin A. and Gary Rankin

CORPORATE AUTHOR:

TITLE: "A Community Counseling Center for Total Community Service." Community and Junior College Journal, Volume 43

PRICE: **DATE:** April, 1973 2 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:

Counseling Program	Community Service
Adult Counseling	Counseling Effectiveness
Counseling Goals	Educational Strategies

SUBJECT CONTENT: The authors discuss the importance of establishing community counseling centers as a part of the student personnel programs offered by the community services division of the community colleges. A community counseling center can be established whereby students and non-students can benefit from the services. A center of this nature should be designed to meet the societal and individual needs of the community.

COMMENT:

CLASSIFICATION

01 . 03　　03 . ______　　06 . 05

____ . ______　　____ . ______　　____ . ______

AUTHOR: Ford, Nick Aaron

CORPORATE AUTHOR:

TITLE: Black Insights

PRICE:　　**DATE:** 1971　　**PAGE(s)**

SOURCE:

MEDIA: Book

ORIENTATION:

Adult Learning
Curriculum
Social Responsibility
Guidance Counseling
Adult Development
Manpower Utilization Program

SUBJECT CONTENT: Teaching guide

COMMENT: A very good teaching guide for adult classes.

CLASSIFICATION

01 .

03 .

06 . 05

AUTHOR: Forman, Robert E.

CORPORATE AUTHOR:

TITLE: Black Ghettos, White Ghetto and Slums

PRICE:

DATE: 1972

184 **PAGE(s)**

SOURCE: Prentice-Hall, Inc.
Englewood Cliffs, N.J.

MEDIA: Book

ORIENTATION:

Adult Learning	Adult Counseling
Counseling Effectiveness	Manpower Utilization
Curriculum	Adult Development

Community Services

SUBJECT CONTENT: Survey of housing and residential segregation in cities.

COMMENT:

CLASSIFICATION

01 . ______ ____ . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Foster, Robert Morrison

CORPORATE AUTHOR:

TITLE: An Analysis of Guidance Services in Selected High Schools in Oregon (Order No. 68-2543)

PRICE: **DATE:** 1967 **PAGE(s)**

SOURCE: University Microfilms
300 North Zeeb Road
Ann Arbor, Michigan 48106

MEDIA: Dissertation

ORIENTATION:

Guidance Services	Guidance Programs
Guidance Counseling	Counseling Effectiveness

SUBJECT CONTENT: The purpose of this study was to determine how well programs of guidance services were functioning to meet the needs of pupils through an analysis of guidance services in selected high schools in Oregon. Additionally, the objective was to develop recommendations for improving programs of guidance services in secondary schools based upon the findings of this study.

COMMENT:

CLASSIFICATION

01 . ______ 04 . ______ 05 . ______

06 . ______ ____ . ______ ____ . ______

AUTHOR: Fuller, Ed and Al Aragon

CORPORATE AUTHOR:

TITLE: A Competency Based Training Program For Manpower Counselors (MCCCP)

PRICE: **DATE:** January, 1973 **PAGE(s)**

SOURCE: Northwest Regional Educational Laboratory
710 S. W. Second Avenue
Portland, Oregon 97204

MEDIA: Report

ORIENTATION:

Counseling and Guidance	Counseling Effectiveness
Career Planning Training	Instructional Systems
Systems Approach	Systems Analysis

SUBJECT CONTENT: This training program is an attempt to develop both theory and practice for the manpower counselor. An effort has been made to determine what the manpower counselor must be able to do based upon the overall goals of manpower training. The procedure was to establish competency areas germane to the performance of these tasks, learning objectives for each of the broad competency areas, learning activities designed to assist in the achievement of these objectives and finally, statements indicating what evidence would be accepted as indicating the learning objectives had been attained.

COMMENT:

CLASSIFICATION

01 . ______ 02 . ______ 06 . 06

AUTHOR: Gamsky, Neal R.

CORPORATE AUTHOR:

TITLE: "A Follow-up Study of Pupil Personnel Services." Journal of the International Association of Pupil Personnel Workers, Volume 14, No. 3

PRICE: **DATE:** June, 1970 5 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION: Pupil Personnel Services

SUBJECT CONTENT: This study reflects the results of an immediate, subjective evaluation of pupil personnel services. These services were evaluated by teachers in 18 school districts.

COMMENT:

CLASSIFICATION

01__.______ 02__.______ 04__.______

__.______ __.______ __.______

AUTHOR: Gellman, William and Herman Murov

CORPORATE AUTHOR:

TITLE: "The Broad Role of the Community Agency Counselor."
The Personnel and Guidance Journal, Volume 52, No. 3

PRICE: **DATE:** November, 1973 3 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:

Adult Counseling	Community Agency Counseling
Career Development	Counseling Instructional Systems
Career Change	Social Responsibility

SUBJECT CONTENT: Community sponsored counseling agencies provide help to a wide range of persons with a variety of problems in areas of life concerned with work and achievement in work. In general, these agencies seek to improve the individual's capacity to cope and achieve in socially acceptable ways. Four specialized programs have been developed to strengthen the capacity of the individual to function productively in our society. They are: (1) counseling to facilitate educational and career development throughout the individual's lifetime, (2) job development and placement, with an emphasis on serving the most marginal, the handicapped, the aged, and the socially disadvantaged, (3) workshop-based rehabilitation programs to prepare the handicapped for productive roles, (4) educational and recreational programs to provide support and balance to the individual. Most counselors functioning in these agencies will become members of multi-agency and multi-professional teams. Their work will require them to: (1) be competent in determining employability and vocational potential, (2) provide counseling and job development services, (3) provide rehabilitation, (4) know of the existence of and the ways to use community resources, (5) assist clients in role development, and (6) intervene in social and vocational settings to facilitate client growth.

CLASSIFICATION

01 . ______ 02 . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Ginzberg, E.

CORPORATE AUTHOR:

TITLE: "Guiding the Disadvantaged." Current Issues and Suggested Action. F. Landy and A. Kroll (editors)

PRICE: **DATE:** 1965 10 **PAGE(s)**

SOURCE: Harvard Graduate School of Education
Cambridge, Massachusetts

MEDIA: Book

ORIENTATION: Counselors
Human Development

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

01 . ______ ____ . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Glasser, William

CORPORATE AUTHOR:

TITLE: Reality Therapy: A New Approach to Psychiatry

PRICE: **DATE:** 1965 166 **PAGE(s)**

SOURCE: Harper & Row, Publishers, Inc.
49 East 33rd St.
New York, New York

MEDIA: Book

ORIENTATION: Presentation of Reality Therapy Concepts
Guidance Counseling

SUBJECT CONTENT: Theory and Practice of Reality Therapy

COMMENT:

CLASSIFICATION

01 . 02　　02 . 02　　04 . ____

____ . ____　　____ . ____　　____ . ____

AUTHOR: Gleazer, Edmund J., Jr.

CORPORATE AUTHOR:

TITLE: "Vocational and Educational Guidance for Veterans." School and Society, Volume 98, No.2325

PRICE:　　DATE: April, 1970　　PAGE(s)

SOURCE:

MEDIA: Journal

ORIENTATION: Rehabilitation Counseling　　Veterans
Educational Counseling
Vocational Counseling

SUBJECT CONTENT: Gleazer discusses the new benefits that are available for veterans who desire to pursue educational goals. Gleazer pointed out that over 3,000,000 men have been separated from the military during the Vietnam era, and that approximately 9,000,000 men are being discharged annually. The American Association of Junior Colleges will work closely with the Department of Defense and the U.S. Office of Education in developing necessary liaison with military separation centers, and with member community colleges in strengthening education and training programs for veterans.

COMMENT:

CLASSIFICATION

01 . ________ 02 . ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR Glick, Barry

CORPORATE AUTHOR:

TITLE: Counseling and Personnel Services in Adult Education
(ED 029 234)

PRICE: MF .65
HC $3.29

DATE: February, 1969

51 PAGE(s)

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:

Adult Drop-Outs	Adult Learning
Counseling Services	Manpower Utilization
Adult Development	Pupil Personnel Services

Women's Education

SUBJECT CONTENT: This document is an annotated bibliography of counseling and personnel services in adult education. It contains 94 indexed and abstracted entries organized under four headings, (1) Student Personnel Services, (2) Counseling Services, (3) Admissions, Selection, Retention and Dropout, (4) Financial Assistance.

COMMENT:

CLASSIFICATION

01 .____ ____.____ ____.____

____.____ ____.____ ____.____

AUTHOR: Goble, Frank

CORPORATE AUTHOR:

TITLE: The Third Force

PRICE: **DATE:** 1973 208 **PAGE(s)**

SOURCE: Pocket Books
1 West 39th St.
New York, N.Y. 10018

MEDIA: Book

ORIENTATION: Condensation of The Psychology of Abraham Maslow
Guidance and Counseling

SUBJECT CONTENT: Historical perspective, the Third Force, the study of self-actualization, theory of basic needs, human potential, psychological growth, mental illness, therapy, values, Eupsychian management, social reform, the Synergic society, crime, delinquency and addiction, education and personal potential, business and industry.

COMMENT:

CLASSIFICATION

01 . ______ 01 . 02 01 . 03

04 . 03 06 . 06 ___ . ______

AUTHOR: Graff, Robert W. and Donald G. Maclean

CORPORATE AUTHOR:

TITLE: "Evaluating Educational-Vocational Counseling: A Model for Change." Personnel and Guidance Journal, Volume 48, No. 7

PRICE: **DATE:** 1970 7 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:

Educational Counseling	Guidance Counseling
Vocational Counseling	Counseling Effectiveness
Counseling Programs	Guidance Programs

SUBJECT CONTENT: The view of counseling by clients receiving the service from advanced trainees or doctorate level candidates was positive, while clients of beginner counselors viewed the service negatively.

The findings indicate a weakness in vocational counseling facilities, counselors' skills and the training of beginning counseling students.

COMMENT:

CLASSIFICATION

01 . 03   03 .   06 . 05

AUTHOR: Grier, William H.

CORPORATE AUTHOR:

TITLE: Black Rage

PRICE: **DATE:** 1968   **PAGE(s)**

SOURCE:

MEDIA: Book

ORIENTATION:
Adult Learning
Guidance Counseling
Individual Counseling
Adult Development
Counseling Effectiveness
Manpower Utilization
Thought Processes

SUBJECT CONTENT: A psychological overview of the feelings of Black Americans

COMMENT:

CLASSIFICATION

01 . ______ 04 . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Gust, Time

CORPORATE AUTHOR:

TITLE: "Counseling and Guidance for Career Development."
Educational Perspectives, Volume 11, No. 1

PRICE: **DATE:** March, 1972 10 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION: Career Planning Counselor Role
Counseling Goals Guidance Counseling
Vocational Counseling

SUBJECT CONTENT: Stresses the role of counseling in the area of career development. Compares the term vocation, as a limited term, to the concept of career development which opens the door to a lifetime experience.

COMMENT:

CLASSIFICATION

01 . ______ 04 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Gysbers, Norman C.

CORPORATE AUTHOR:

TITLE: Career Development, Guidance, Counseling and Placement Project

PRICE: **DATE:** 1972 400 **PAGE(s)**

SOURCE: Career Development Guidance, Counseling and Placement Project
The University of Missouri
Columbia, Missouri 65201

MEDIA: Notebook(s)

ORIENTATION: Program content and operation manual
Guidance Program Career Development
Job Placement

SUBJECT CONTENT: Volume I: History of Education; Career Guidance, Past, Present, Future; Guide Development Implementation; Content Development: Model Characteristics, Career Development Models, Model Description--The Career Conscious Individual, Career Education Model, Program Strategy; Systems Model for Guidance Program Development and Evaluation.

Volume II: Appendices; Selected Bibliography; Example of Guide Development; Project Synopses; Evaluation References; Glossary of Terms; Special Populations: i.e., Secondary youth, disadvantaged, rural areas.

COMMENT:

CLASSIFICATION

01 . ____ 04 . ____ ____ . ____

____ . ____ ____ . ____ ____ . ____

AUTHOR: Gysbers, Norman C. and Earl J. Moore

CORPORATE AUTHOR:

TITLE: Career Guidance: Program Content and Staff Responsibilities

PRICE: DATE: 9 PAGE(s)

SOURCE: One Hill Hall
The University of Missouri
Columbia, Missouri 65201

MEDIA: Paper

ORIENTATION: Career Development
Guidance

SUBJECT CONTENT: New approach to guidance program planning and management: Assessment of individual and institutional needs; Establishment of goals; Making the goals operational.

COMMENT: Contained in Career Development, Guidance, Counseling, and Placement Project manual

CLASSIFICATION

01 . 02 04 . .

. . .

AUTHOR: Gysbers, Norman C., Earl J. Moore and Harry N. Drier, Jr.

CORPORATE AUTHOR:

TITLE: Career Guidance: Practice and Perspectives

PRICE: $7.95 **DATE:** 1973 256 **PAGE(s)**

SOURCE: Charles A. Jones Publishing Company
4 Village Green, S.E.
Worthington, Ohio 43085

MEDIA: Book

ORIENTATION:

Counselors	Vocational Redevelopment
Guidance Counseling	Vocational Counseling
Counseling Services	Career Guidance

Career Education

SUBJECT CONTENT: This book contains the latest of contemporary writings about career guidance. The articles, papers and other original materials are a collection of literature focusing on the changing attitudes toward career guidance and the role of career education and of the guidance counselor in integrating concepts into school programs. The contents include: A Developmental Approach to Vocational Guidance, A Different Approach to Vocational Counseling in Junior High, Information Retrieval Systems in Guidance, Career Guidance Centers, The Needs of Inner-City Children for Career Guidance.

COMMENT:

CLASSIFICATION

01 . ____ 02 . ____ 03 . ____

04 . ____ ____ . ____ ____ . ____

AUTHOR: Hackett, Margie I.

CORPORATE AUTHOR:

TITLE: Manpower Services to Arizona Indians, Seventeenth Annual Report, 1969 (ED 043 419)

PRICE: MF .65
HC $3.29

DATE: June, 1970

39 PAGE(s)

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: Report

ORIENTATION:

Adult Counseling	Community Services
Social Services	Job Placement
Vocational Guidance	Vocational Counseling

Manpower Development

SUBJECT CONTENT: The 1969 Annual Report of the Arizona State Employment Services describes its services provided for Arizona Indians. Other community agencies and their offerings are described also. Findings from three surveys on Indian Manpower are included. The appendix provides statistics on job placement and monthly data on placement in industry and agriculture.

COMMENT:

CLASSIFICATION

01 . 02 . 04 .

AUTHOR: Hamilton, Jack A. and G. Brian Jones

CORPORATE AUTHOR:

TITLE: Integrating and Evaluating Career Information in a Developmental Guidance Program (ED 039 587)

PRICE: MF .25¢
HC .65¢

DATE: March 23, 1970

PAGE(s)

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC (paper)

ORIENTATION:
Career Choice
Guidance Counseling
Occupational Information
Career Planning
Career Development
Vocational Counseling

SUBJECT CONTENT: This paper was presented at the APGA Convention, New Orleans, Louisiana, March, 1970. Three specific student needs are discussed: (1) The need to assess personal abilities, aptitudes, interest, job and college characteristic preferences and physical and social characteristics; (2) The need to acquire information about educational and occupational alternatives; (3) The need to learn and apply a strategy for processing information into personal goals, plans, and actions.

COMMENT:

CLASSIFICATION

01 . 02 . 04 .

AUTHOR: Hamilton, Jack A. and Others

CORPORATE AUTHOR:

TITLE: Measuring the Outcomes of an Individualized Career Guidance System (ED 065 789)

PRICE: MF .65
HC $3.29

DATE: April, 1972

12 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:

Guidance and Counseling	Counseling Goals
Career Development	Systems Approach
Career Planning	Task Analysis

Educational Strategies

SUBJECT CONTENT: During the past five years, staff of the American Institute for Research (AIR) in Palo Alto, California have been developing field testing, and revising a guidance system especially suited to systems of individualized education. A primary aim of AIR's Comprehensive Career Guidance System (CCGS) is to help each student plan wisely for the future. This paper has attempted to provide a rationale for, as well as examples of initial results from, the application of criterion-referenced measurement within an individualized career guidance system. Goals in the area of "life" education have been identified and important indicator skills isolated. Education experiences have been constructed which relate to these goals. Assessment of desired outcomes is attempted in terms of skill demonstration on items which relate directly to the goals of instruction.

COMMENT:

CLASSIFICATION

01.

06.06

AUTHOR: Hansen, James C.

CORPORATE AUTHOR:

TITLE: "Job Satisfaction and Effective Performance of School Counselors." The Personnel and Guidance Journal, Volume 46, No. 9

PRICE:

DATE: 1968

6 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:

Counselors	Educational Counseling
Guidance Counseling	Counseling Effectiveness
Counseling Programs	Guidance Programs

SUBJECT CONTENT: Counselor effectiveness was rated by counselors' co-workers and administrators in six job activities. In addition, clients rated counselors in three areas of the counseling interview. These ratings were correlated with the counselors' job satisfaction in eight areas.

COMMENT:

CLASSIFICATION

01 . 01 01 . 03 02. 01

02 . 03 07 . ___ ___ . ___

AUTHOR: Hansen, James C. and Richard R. Stevic

CORPORATE AUTHOR:

TITLE: "Appalachian Students and Guidance." Guidance Monograph Series VI: Minority Groups and Guidance

PRICE: **DATE:** 1971 76 **PAGE(s)**

SOURCE: Houghton-Mifflin Company
Boston, Massachusetts

MEDIA: Monograph Series

ORIENTATION:

Adult Counseling	Educational Counseling
Guidance Counseling	Adult Learning

SUBJECT CONTENT: This unit deals with the lack of power bases among Appalachian Whites as well as other problems encountered in counseling this group. An overview of the Appalachian Culture has been included along with general approaches to guidance. This material could provide information to teachers and counselors and could contribute to some understanding of the undereducated adults.

COMMENT:

CLASSIFICATION

01 . 02   04 .   02 .

AUTHOR: Hansen, Lorraine S.

CORPORATE AUTHOR:

TITLE: Career Guidance Practices in School and Community
(ED 037 595)

PRICE: MF .65
HC $6.58

DATE: 1970

200 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P. O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION: Career Planning; Guidance Programs; Information Systems; Occupational Guidance; Computer Oriented Systems

SUBJECT CONTENT: This monograph is designed to determine what is being done in the nations' schools in the area of career guidance. From a survey of state departments of education, professional journals, research reports, colleges and universities, conference reports, vocational guidance specialists, and individual school systems; an attempt has been made to select proven programs and techniques related to the school curriculum.

COMMENT:

CLASSIFICATION

01 . ________ 06 . 06 ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR: Harris, Douglas Clay

CORPORATE AUTHOR:

TITLE: Student Personnel Services at Indiana University:
An Evaluation (Order No. 68-17,268)

PRICE: **DATE:** 1968 **PAGE(s)**

SOURCE: Indiana University
Bloomington, Indiana

MEDIA: Dissertation

ORIENTATION: Pupil Personnel Services

SUBJECT CONTENT: This research study was designed to investigate some quantitative and qualitative aspects of the Division of Student Personnel of Indiana University, Bloomington, Indiana. Some of the major purposes were: to attempt to determine perceived need for student personnel services as expressed by the faculty of that institution; to obtain opinions of the faculty concerning the adequacies and inadequacies of the various areas of student personnel services.

COMMENT:

CLASSIFICATION

01 . ________ ____ . ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR: Harris, Joann (editor)

CORPORATE AUTHOR:

TITLE: Computer Assisted Guidance Systems

PRICE: **DATE:** 1972 24 **PAGE(s)**

SOURCE: The National Vocational Guidance Association
1607 New Hampshire Avenue
Washington, D.C. 20009

MEDIA: Pamphlet

ORIENTATION: Tested practices - Guidance Program
Systems Approach

SUBJECT CONTENT: A report identifying the computer's present involvement in guidance, summarizing what is learned from present operational systems, and providing guidelines for the development or evaluation of systems being considered.

COMMENT:

CLASSIFICATION

01 . ________ 02 . ________ 07 . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR: Harris, Thomas A., M.D.

CORPORATE AUTHOR:

TITLE: I'm OK--You're OK

PRICE: DATE: 1969 278 PAGE(s)

SOURCE: Harper and Row, Publishers, Inc.
49 East 33rd St.
New York, N.Y. 10016

MEDIA:

ORIENTATION: A practical guide to transactional analysis
Counseling Theory

SUBJECT CONTENT: Freud, Penfield, Berne; Parent, Adult and Child: The Four Life Positions; Change; Analyzing the Transaction; Marriage; Children; Adolescents; Treatment; Moral Values; Social Implications

COMMENT:

CLASSIFICATION

01.______ 02.______ 07.______

__.______ __.______ __.______

AUTHOR: Hart, R. J.

CORPORATE AUTHOR:

TITLE: "Toward More Effective Counseling of Minorities." Journal of College Placement, Volume 30, No. 1

PRICE: **DATE:** 1969 **PAGE(s)**

SOURCE: The College Placement Council, Inc.
P. O. Box 2263
Bethlehem, Pennsylvania 18001

MEDIA: Journal

ORIENTATION: Human Development
Counselors

SUBJECT CONTENT: Report on the Middle Atlantic Placement Association Inservice Training Program held June 22-25 at Rutgers University. Stressing the need for technological and communicative skills among Blacks seeking employment, participants discussed attitudes and society's moral imperative.

COMMENT:

CLASSIFICATION

01 . 01   02 . 01

AUTHOR: Hawver, Carl F.

CORPORATE AUTHOR:

TITLE: Counseling Kit--Family Money Management

PRICE: **DATE:** 1970   68 **PAGE(s)**

SOURCE: National Consumer Finance Association
Washington, D.C.

MEDIA: Kit

ORIENTATION:
Adult Counseling
Family Counseling
Adult Learning

SUBJECT CONTENT: A family money management kit comprised of booklets, sheets and film, designed to counsel family members in marital finances and budget management.

COMMENT:

CLASSIFICATION

01 . ________ 02 . ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR: Heiner, Harold

CORPORATE AUTHOR:

TITLE: "Community College: Counselors to the Community." The Educational Digest, Volume 34

PRICE: **DATE:** May, 1969 3 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:

Counselors	Adult Counseling
Community Service	Counseling Goals
Counseling Effectiveness	Student Personnel Services

SUBJECT CONTENT: Heiner stresses the importance of counseling programs being established as an integral part of the community services program in order to provide counseling services to the local community and serve as a change agent in the community.

COMMENT:

CLASSIFICATION

01 . ______ 04 . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Henderson, G.

CORPORATE AUTHOR:

TITLE: "Occupational Aspirations of Poverty-Stricken Negro Students." Guidance for Urban Disadvantaged Youth, E. C. Halberg (editor)

PRICE: **DATE:** 1971 7 **PAGE(s)**

SOURCE: American Personnel and Guidance Association
1607 New Hampshire Avenue
Washington, D.C. 20009

MEDIA: Book

ORIENTATION: Career Development
Counselors

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

01 . 02 06 . 04 ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR: Herr, Edwin L.

CORPORATE AUTHOR:

TITLE: "Decision-Making and Vocational Development." Guidance Monograph Series IV: Career Information and Development

PRICE: DATE: 83 PAGE(s)

SOURCE: Houghton-Mifflin Company
Boston, Mass.

MEDIA: Monograph Series

ORIENTATION: Career Development
Vocational Counseling
Guidance Counseling

SUBJECT CONTENT: Vocational counseling processes, particularly vocational decision-making and theory building, is discussed in this unit. Guidance techniques are incorporated for smooth facilitation and implementation. Bibliography and an index are included.

COMMENT:

CLASSIFICATION

01 . ________ ____ . ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR: Hinko, Paul M.

CORPORATE AUTHOR:

TITLE: "A National Survey of Counseling Services." Junior College Journal, Volume 42

PRICE: **DATE:** November, 1971 5 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION: Counseling services

SUBJECT CONTENT: Hinko comments on the paucity of investigation into student personnel programs in the community colleges. Researchers have sorely neglected the investigation of counseling services in the two-year college. Ideally, researchers know what the services should be, but have actually done very little in terms of describing existing functions. This fact is surprising in light of the importance of the counseling function in the two-year college.

COMMENT:

CLASSIFICATION

01 . ______ 02 . ______ 03 . ______

04 . ______ 06 . 05 ______ ____ . ______

AUTHOR: Hirsch, Carl S.

CORPORATE AUTHOR:

TITLE: The Riddle of Racism

PRICE: **DATE:** 1972 **PAGE(s)**

SOURCE:

MEDIA: Book

ORIENTATION:
Adult Counseling
Guidance Counseling
Counseling Effectiveness
Intellectual Development
Adult Learning
Social Responsibility
Counselor Acceptance
Adult Development
Human Development

SUBJECT CONTENT:

Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

01 . 02

AUTHOR: Hoffman, David S. and Stephen A. Rolin

CORPORATE AUTHOR:

TITLE: "Implications of Future Shock for Vocational Guidance."
Vocational Guidance Quarterly, Volume 21, No. 2

PRICE: **DATE:** December, 1972 3 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:
Occupational Choice
Social Change
Vocational Counseling

SUBJECT CONTENT: Toffler's concept of future shock speaks directly to the acceleration of transience before we have developed adaptive strategies; the impact of transience is discussed, with implications for vocational counseling.

COMMENT:

CLASSIFICATION

01 . 02 ____ . ____ ____ . ____

____ . ____ ____ . ____ ____ . ____

AUTHOR: Holland, John L.

CORPORATE AUTHOR: Johns Hopkins University

TITLE: The Self Directed Search (SDS)

PRICE: DATE: PAGE(s)

SOURCE: Consulting Psychologists Press, Inc.
577 College Avenue
Palo Alto, California 94306

MEDIA: Kit

ORIENTATION: Vocational guidance--self-assessment and occupational survey

SUBJECT CONTENT: Kit includes: instruction sheet, SDS assessment booklet occupations finder (list of 456 occupations), and checklist to be used by student.

The SDS is intended to help students do some self-exploring without requiring the time and help of a counselor. It is an inexpensive (75¢ per student) career guidance tool which relies heavily upon student initiative. It is a useful supplement to career guidance programs. Evaluation and critiques now becoming available.

COMMENT:

CLASSIFICATION

01 . ______ 02 . ______ 03 . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Holmes, John Russell, Sr.

CORPORATE AUTHOR:

TITLE: Student Personnel Services Offered to Adults in Adult Education Programs at the Community Colleges in a Seven State Western Group

PRICE: DATE: 1972 153 PAGE(s)

SOURCE: (Order No. 72-32,787)

MEDIA: Dissertation

ORIENTATION:

Adult Counseling	Educational Counseling
Guidance Counseling	Vocational Counseling
Guidance Programs	Counseling Programs

SUBJECT CONTENT: This study was designed to provide recommendations and suggestions of writers in adult education relative to student personnel services offered to adults enrolled in adult education programs. A mailed questionnaire was used to collect data. (72 to community colleges) Some of the recommendations included are: Orientation, Admission and Pretesting, Educational, Vocational and Personal Counseling.

COMMENT:

CLASSIFICATION

01 .	05 .	06 . 04
.	.	.

AUTHOR: Hosford, Ray E. and Antoinette T. Ryan

CORPORATE AUTHOR:

TITLE: "Systems Design in the Development of Counseling and Guidance Programs." Personnel Guidance Journal, Volume 49, No. 3

PRICE: **DATE:** November, 1970 10 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION: Counseling and Guidance Systems Approach
Behavioral Objectives Flow Charting

SUBJECT CONTENT: The systems concept, analysis and synthesis, systems design, behavioral objectives, feedback, and flow charting are briefly explained, followed by the application of the systems technique for a generalized model for the establishment, operation, and maintenance of a counseling and guidance program.

COMMENT:

CLASSIFICATION

01 .   02 .

AUTHOR: Jacobson, Rovena Furnivall

CORPORATE AUTHOR:

TITLE: The Organization and Administration of Special Counseling Programs for Adult Women in Colleges and Universities

PRICE: **DATE:** 1969   **PAGE(s)**

SOURCE: University of Southern California
(Order No. 69-19,377)

MEDIA: Dissertation

ORIENTATION:

Adult Counseling	Educational Counseling
Guidance Counseling	Counseling Services
Counseling Programs	Guidance Programs

Career Education

SUBJECT CONTENT: A research study to (1) determine the present practices of organization and administration of special counseling programs for adult women, (2) to develop an ideal program. A questionnaire was developed and sent to 212 colleges and universities (from the United States Department of Labor, Women's Bureau). Some conclusions were: Many colleges and universities use regular counseling facilities for returning adult women students. There is a trend towards establishing special counseling programs. There is a wide diversity of titles used by administrators of these programs. There is a need for more financial aid to adult women students (child care cost).

COMMENT: A good women's studies/adult counseling unit

CLASSIFICATION

01 . 01 02 . 01

AUTHOR: James, Muriel and Dorothy Jongeward

CORPORATE AUTHOR:

TITLE: Born to Win: Transactional Analysis with Gestalt Experiments

PRICE: **DATE:** 1971 297 **PAGE(s)**

SOURCE: Addison-Wesley Publishing Company
Menlo Park, California

MEDIA: Book

ORIENTATION: Making psychotherapy theory and insight immediately recognizable to more people
Behavioral Counseling

SUBJECT CONTENT: Winners and Losers; an overview of transactional analysis, human hunger for strokes; parenting and the parent ego state; childhood and the child ego state; personal and sexual identity; autonomy and adult ethics.

COMMENT:

CLASSIFICATION

01 . ______ 06 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Jansen, David G., George P. Robb and Edward C. Bonk

CORPORATE AUTHOR:

TITLE: "Peer Ratings of Practicum Counselors." Journal of Counseling Psychology, Volume 19, No. 4 (Abstract No. 02534)

PRICE: DATE: July, 1972 7 PAGE(s)

SOURCE:

MEDIA: Journal

ORIENTATION:	Counselors	Guidance Counseling
	Counselor Effectiveness	Counselor Acceptance

SUBJECT CONTENT: A study of 64 male and 90 female graduate counseling students. Peer rankings were assigned on competency, knowledge and likability. The intellective and non-intellective characteristics chosen and rejected were analyzed. A close association between the three sets of ranking was observed. Suggestions of valid discriminations between graduate students of both sexes with regard to potential as counselors was also observed.

COMMENT:

CLASSIFICATION

01 .	02 .	04 .
.	.	.

AUTHOR: Jones, G. Brian and Others

CORPORATE AUTHOR:

TITLE: Planning, Developing and Field Testing Career Guidance Programs: A Manual and Report (ED 064 663)

PRICE: MF .65
HC $6.58

DATE: June, 1972

113 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:

Guidance Programs	Career Development
Career Planning	Program Development
Program Evaluation	Systems Approach

SUBJECT CONTENT: Many programs designed to improve career planning and development processes face several limitations. To improve such methods such rationale are necessary: (1) make explicit the assumptions underlying these programs; (2) describe the planning methods and criteria for deriving outcomes in terms of measureable criterion behavior related to assessed needs; (3) make sure instructional and counseling procedures are feasible; (4) employ summative and formulative evaluation designs to study both the expected and unexpected outcomes of these programs, (5) require continuous revision of program activities based on evaluation feedback, until such programs were fully effective for their intended audiences.

COMMENT:

CLASSIFICATION

01 . ______ 03 . ______ 06 . 05

___ . ______ ___ . ______ ___ . ______

AUTHOR: Katz, William L.

CORPORATE AUTHOR:

TITLE: Teacher's Guide to American Negro History

PRICE: **DATE:** 1968 192 **PAGE(s)**

SOURCE: Quadrangle Books, Inc.
12 East Delaware Place
Chicago, Illinois 60611

MEDIA: Book

ORIENTATION:
Adult Counseling
Counseling Effectiveness
Career Education
Guidance Counseling
Counselor Acceptance
Adult Learning
Intellectual Development

SUBJECT CONTENT: Investigation of the Negro in American history. Framework for the full scale integration of Negro contributions into the existing American history course of study.

COMMENT:

CLASSIFICATION

01 . ______ 02 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Kelley, Frank Vernon

CORPORATE AUTHOR:

TITLE: Effects of Group Counseling and Group Coaching on Academic Achievement and Attitude of Adult Part-time, Evening Students

PRICE: **DATE:** 1972 145 **PAGE(s)**

SOURCE: (Order No: 72-24, 733)

MEDIA: Dissertation

ORIENTATION:

Adult Counseling	Group Counseling
Guidance Counseling	Guidance Programs
Counseling Programs	Counseling Effectiveness

Adult Learning

SUBJECT CONTENT: Group counseling was used in six treatment groups. Two control groups were included in the pre- and post-test. This research attempted to discover what effects and relationship exist between counseling, coaching combined, counseling and coaching as single group techniques.

One-way analysis of variance using multiple linear regression was the procedure used. Two hundred and thirty-eight subjects were used. Appropriate tables are included to detail each finding at a .05 level of significance.

COMMENT:

CLASSIFICATION

01.________ 02.________ ___.________

___.________ ___.________ ___.________

AUTHOR: Kuhl, Edward C., Jr.

CORPORATE AUTHOR:

TITLE: Do We Make a Difference? - New Directions in Evaluation
(ED 031 731)

PRICE: MF .65
HC $3.29

DATE: March, 1969

9 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:

- Adult Counseling
- Educational Counseling
- Guidance Counseling
- Counseling Effectiveness
- Pupil Personnel Services

SUBJECT CONTENT: This paper was presented at the APGA Convention, Las Vegas, Nevada, March 30 to April 3, 1969. With the objective of strengthening the public image to potential funding sources, student personnel staffs of community colleges in Maryland formulated an ad hoc committe to study services offered to students in college counseling centers.

This committe determined to establish a task force to write guidelines for student personnel work; and to study and evaluate through opinionnaires, services and practices available. The results could be useful to adult counseling staff members.

COMMENT:

CLASSIFICATION

01 . 02　　02 . 02　　04 .

AUTHOR: Kunze, Karl R.

CORPORATE AUTHOR:

TITLE: Overview of Needs, Programs, and Implementations of Vocational Counseling and Guidance (ED 049 499)

PRICE:	MF .65 HC $3.29	**DATE:**	1970	13	**PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P. O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:

Adult Counseling
Counseling
Counseling Services
Career Planning
Counseling Effectiveness
Vocational Counseling
Vocational Adjustment

SUBJECT CONTENT: A summary of current criticisms of vocational guidance as a field is the starting point for this author. Some of his criticisms are: (1) Too little collaboration with industrial personnel; (2) Emphasis on masses rather than the individual; (3) Need for systems approach to counseling.

COMMENT:

CLASSIFICATION

01 . 01 06 . 02 07 .

AUTHOR: Kupferer, Harriet J. and Thomas K. Fitzgerald

CORPORATE AUTHOR:

TITLE: "Culture, Society and Guidance." Guidance Monograph Series VI: Minority Groups and Guidance

PRICE: DATE: 1971 52 PAGE(s)

SOURCE: Houghton-Mifflin Company
Boston, Mass.

MEDIA: Monograph Series

ORIENTATION: Adult Counseling
Guidance Counseling
Counselors
Counseling Theories

SUBJECT CONTENT: This monograph is part of a series of eight texts that provides counselors with practical material on the basic concepts, theories and intellectual orientations from practicing anthropologists. Cultural adjustments and alienation of minority students are other concepts included.

COMMENT:

CLASSIFICATION

01 . ____ 04 . ____ ____ . ____

____ . ____ ____ . ____ ____ . ____

AUTHOR:

CORPORATE AUTHOR: Manpower Administration, U.S. Department of Labor

TITLE: R & D Bibliography, No. 1

PRICE:

DATE: 1972

10 PAGE(s)

SOURCE: U.S. Department of Labor, Manpower Administration
Room 100, 1111 - 20th Street, N.W.
Washington, D.C. 20210

MEDIA: Pamphlet

ORIENTATION: Manpower research and development for counselors
Guidance and Counseling
Career Development

SUBJECT CONTENT: Selective list of reports completed under contracts and grants from the Office of Research and Development, Manpower Administration; these reports are based on research and projects in the following areas: Use and training of paraprofessionals; Counseling theory and techniques; Corrections and rehabilitation; Employability, training and career development; Labor supply and demand.

COMMENT:

CLASSIFICATION

01 . 02

AUTHOR: Laccaria, Joseph

CORPORATE AUTHOR:

TITLE: "Theories of Occupational Choice and Vocational Development." Guidance Monograph Series IV: Career Information and Development

PRICE:

DATE: 1970

88 **PAGE(s)**

SOURCE: Houghton-Mifflin Company,
Boston, Mass.

MEDIA: Booklet

ORIENTATION:
Guidance Counseling
Counseling Theories
Vocational Counseling

SUBJECT CONTENT: Counseling theorists and their work are discussed in relation to the actual practice of the practitioner and student, as well as the formulations of work and its influence upon individuals. A bibliography and index are included.

COMMENT:

CLASSIFICATION

01 .	02 .	03 .
04 .	06 . 02	06 . 05

AUTHOR: Ladner, Joyce A.

CORPORATE AUTHOR:

TITLE: Tomorrow's Tomorrow: The Black Woman

PRICE:

DATE: 1971

304 **PAGE(s)**

SOURCE: Doubleday & Company, Inc.
Garden City, N.Y.

MEDIA: Book

ORIENTATION:

Adult Counseling
Guidance Counseling
Counselors
Counselor Acceptance
Manpower Utilization

SUBJECT CONTENT: The structure and function of the Black family, particularly the female.

COMMENT:

CLASSIFICATION

01 _. ________ 02 . ________ 03 . ________

____. ________ ____. ________ ____. ________

AUTHOR: Langdon, Gordon I.

CORPORATE AUTHOR:

TITLE: "Counseling and Guidance Services." Administration of Continuing Education, A Guide for Administrators, Nathan C. Shaw (ed.)

PRICE: **DATE:** 1969 26 **PAGE(s)**

SOURCE: National Association for Public School Adult Education
Washington, D.C.

MEDIA: Book

ORIENTATION:
Counseling and Guidance
Adult Development
Adult Learning
Adult Counseling
Adult Education
Developmental Tasks
Social Change

SUBJECT CONTENT: The author discusses several aspects of the role and scope of adult counseling, and adult counseling and guidance services. The major topical headings of the chapter include: (1) counselor's professional preparation; (2) counselor's professional relationships; (3) information about the guidance program; (4) information about students and groups; (5) involvement; (6) observation; (7) counseling: personal, one-to-one, confidential, assisting, personally acceptable, societally acceptable, untroubled adequacy; (8) components of the relationship: counseling is not advising, effective counselor is a good listener, counselor reflects verbalizations, counselor verbalizations must be on the counselee's level of understanding. Information revealed by counselee must be held in confidence, counselor recognizes behavior is not a simple matter; (9) testing service.

COMMENT:

CLASSIFICATION

01 . 03 05 . 02

AUTHOR: Larsen, Margaret Thal and Others

CORPORATE AUTHOR:

TITLE: Placement and Counseling in a Changing Labor Market:
Public and Private Employment Agencies and Schools.
Final Report (ED 057 202)

PRICE: MF .65
HC $26.32
DATE: August, 1970 758 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc. , P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:

Counseling Effectiveness	Manpower Utilization
Vocational Guidance	Labor Market

SUBJECT CONTENT: The objectives of the study were; (1) to determine the impact of manpower legislation, policies, and practices on the relative roles and effectiveness of public and private employment agencies and on the conduct of school occupational guidance activities in the period 1960-1968, and (2) to determine the relationships that exist between employment agencies and educational institutions, particularly in the development, transmission, and use of information on occupational changes in the planning of vocational education and training programs.

COMMENT: Document not available from EDRS

CLASSIFICATION

01 . 06 . 06

AUTHOR: Lee, James L.

CORPORATE AUTHOR:

TITLE: "An Approach to Counseling and Guidance Program Evaluation." National Catholic Guidance Conference Journal, Volume 14, No. 1

PRICE: **DATE:** 1969 5 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:

Counselors	Guidance Counseling
Counseling Effectiveness	Counseling Services
Counseling Programs	Guidance Programs
Pupil Personnel Services	

SUBJECT CONTENT: The Journal Professional Development Committee offers this article as the first in a series. An evaluation instrument designed to assess expectations of students, administration, teachers and parents to counseling programs in their school was presented.

COMMENT:

CLASSIFICATION

01. 02. 04.01

06.02

AUTHOR: Lerner, Gerda

CORPORATE AUTHOR:

TITLE: Black Women in White America

PRICE: **DATE:** 1972 630 **PAGE(s)**

SOURCE: Pantheon Books
A Division of Random House, Inc.
New York, N.Y.

MEDIA: Book

ORIENTATION:
Adult Learning
Adult Counseling
Individual Counseling
Counseling Effectiveness
Manpower Utilization
Career Development
Career Planning

SUBJECT CONTENT: A selection of readings representing a beginning toward the development of a collection of Black, female history.

COMMENT:

CLASSIFICATION

01 .	02 .	04 . 01
06 . 02	06 . 05	.

AUTHOR: Levy, Mark and Michael Framer

CORPORATE AUTHOR:

TITLE: The Ethnic Factor

PRICE: **DATE:** 1972 **PAGE(s)**

SOURCE:

MEDIA: Book

ORIENTATION:

Adult Counseling	Human Development
Guidance Counseling	Individual Counseling
Counseling Effectiveness	Manpower Utilization
Adult Learning	

SUBJECT CONTENT: How America's minorities decide elections.

COMMENT:

CLASSIFICATION

01 . 06 .

AUTHOR: Liebers, Donald E.

CORPORATE AUTHOR:

TITLE: "Can Placement and Recruiting Survive?" Junior College Placement, Volume 30, No. 3

PRICE: **DATE:** March, 1970 3 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:
Counseling Services
Job Placement
Pupil Personnel Services

SUBJECT CONTENT: Third article in series of three, all in this issue, discussing how placement field will be affected in the '70s by more students, less counseling, small staffs, and student attitudes.

COMMENT:

CLASSIFICATION

01.

AUTHOR: Loehndorf, Allan H.

CORPORATE AUTHOR:

TITLE: The Development and Validation of an Instrument for the Evaluation of Secondary School Guidance Programs (Order No. 68-12,583)

PRICE:

DATE: 1968

PAGE(s)

SOURCE:
University Microfilms
300 North Zeeb Road
Ann Arbor, Michigan 48106

MEDIA: Dissertation

ORIENTATION:

Educational Counseling
Guidance Programs
Guidance Counseling
Counseling Effectiveness

SUBJECT CONTENT: This study attempted to investigate whether the perceptions of various secondary public school guidance programs (i.e., students, parents, teachers, guidance personnel, administrators) were valid in discriminating between programs nominated by guidance personnel as effective and less effective. Guidance Programs in school systems in North Central Wisconsin were asked to complete a paired-comparison rating of these guidance programs in accordance with an effectiveness criterion.

COMMENT:

CLASSIFICATION

01.02 06.06

AUTHOR: Lofquist, Lloyd H.

CORPORATE AUTHOR:

TITLE: A System for Predicting Outcomes of Vocational Counseling
(ED 015 511)

PRICE: MF .65
HC $3.29

DATE: September 5, 1967 12 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:
Vocational Counseling
Vocational Adjustment
Educational Strategies

SUBJECT CONTENT: The theory of work adjustment (TWA), which provides a conceptual framework for research in work adjustment, has been tested criticized, and restated. TWA assumes that each individual seeks to achieve and maintain correspondence with his environment, instruments were developed to measure: (1) work relevant needs of individuals, (2) occupational re-inforcer systems of jobs, (3) intermediate work adjustments short of service, and (4) satisfactoriness scales.

COMMENT:

CLASSIFICATION

01 . ______ 06 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Marchand, Richard H.

CORPORATE AUTHOR:

TITLE: "A Comparison of T-Group and Practicum Approaches to the Training of Undergraduate Resident Assistants." Dissertation Abstracts International, Volume 33, No. 3A

PRICE: **DATE:** September, 1972 8 **PAGE(s)**

SOURCE: (Order No. 72-21,321)

MEDIA: Dissertation

ORIENTATION: Counselors
Guidance Counseling
Training

SUBJECT CONTENT: A comparative study of the effects of three training approaches--T-group, practicum, and not training--on the competence of undergraduate resident assistants at Valdosta State College was carried out. The competence (effectiveness) of resident assistants, as determined by scores on the Duncan Resident Advisor Evaluation Form (RAEF) was evaluated by students, supervisors, and self. The minimal amount of change in resident assistant effectiveness as evaluated by individual sets of raters--students, self, and supervisors--was attributed primarily to the shortness of length of training and its non-residential nature. The significant difference between training approaches when sets of ratings were pooled was attributed to the differential amounts of personal contact experienced within each training approach and to differences in generalizability of learning from each training approach.

COMMENT:

CLASSIFICATION

01 . 02 03 . 04 . 01

04 . 02 04 . 04 .

AUTHOR: Marshall, Roy F.

CORPORATE AUTHOR:

TITLE: The Negro and Apprenticeship

PRICE: **DATE:** 1967 283 **PAGE(s)**

SOURCE: The Johns Hopkins Press
Baltimore, Maryland 21218

MEDIA: Book

ORIENTATION:

Vocational Counseling	Labor Education
Career Planning	Job Analysis
Vocational Education	Career Education
Vocational Adjustment	

SUBJECT CONTENT: A study conducted to determine the extent of Negro participation in apprenticeship programs.

COMMENT:

CLASSIFICATION

01 . 02

AUTHOR:

CORPORATE AUTHOR: Counseling Center - University of Maryland

TITLE: Research on the Self-Directed Search

PRICE:

DATE:

11 PAGE(s)

SOURCE: Office of Vice-Chancellor for Student Affairs
University of Maryland
College Park, Maryland

MEDIA: Pamphlets

ORIENTATION: Evaluation of Holland's Self-Directed Search
Vocational Guidance

SUBJECT CONTENT: Research Report #1-71 (11pp); Socioeconomic Level Differences on Holland's Self-Directed Search (SDS)--Ann Lewis and William Sedlacek. Research Report #5-71 (11pp); A Comparison of Satisfied and Dissatisfied Users of Holland's Self-Directed Search (SDS)--Anne Collins and William Sedlacek. Research Report #6-71 (8pp); The Reliability of Holland's SDS for Educational and Vocational Planning--Timothy J. O'Connel and William Sedlacek. Research Report #7-72 (13pp); The Accuracy of Self-Administration and Scoring on Holland's Self-Directed Search--Charles Gelso, Anne Collins, Rebecca Williams and William Sedlacek.

COMMENT:

CLASSIFICATION

01 . 02 . 07.

. . .

AUTHOR: Matthews, Esther E.

CORPORATE AUTHOR:

TITLE: Suggested Background for Counselors of Girls and Women

PRICE: **DATE:** 1973 2 **PAGE(s)**

SOURCE: Esther Matthews, School of Education
University of Oregon
Eugene, Oregon

MEDIA: Pamphlet

ORIENTATION: Selected listing of reference materials
Counselors Women's Education
Working Women

SUBJECT CONTENT: Basic general reference: Comprehensive newsletter; Counselors and counseling girls and women; References regarding occupations; Bibliographies regarding girls and women.

COMMENT:

CLASSIFICATION

01 . ________ 02 . ________ 07 . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR: Matthews, Esther E., S. Norman Feirgold, Bettina Weary, Jane Berry, and Leona E. Tyler

CORPORATE AUTHOR:

TITLE: Counseling Girls and Women Over the Life Span

PRICE: **DATE:** 1972 96 **PAGE(s)**

SOURCE: American Personnel and Guidance Association, Publications Sales
1607 New Hampshire Avenue, N.W.
Washington, D.C. 20009

MEDIA: Book

ORIENTATION: To convey an understanding of the counseling needs of girls and women
Adult Counseling Working Housewives
Women's Education

SUBJECT CONTENT: Section I - Esther E. Matthews - Life Stages and the Development of Sex Differences in Girls and Women - Infancy, Childhood and Pre-Adolescence - Adolescence and Young Adulthood - Mature Adulthood - Mature Adulthood and Old Age

Section II: Counseling Women in the New Morality - S. Norman Feingold
A Job Choice of One's Own - Bettina Weary
Educational Innovation and an Era - Jane Berry
Counseling Girls and Women in the Year 2000 - Leona E. Tyler

COMMENT:

CLASSIFICATION

01 . ________ 02 . ________ 06 . ________

___ . ________ ___ . ________ ___ . ________

AUTHOR: McKee, John M.

CORPORATE AUTHOR:

TITLE: Volume II: Manual for Administrators, Counselors, Instructors and Employment Officers in a Manpower Project for Prisoners. (The Draper Project: Final Report)

PRICE: **DATE:** 1968 200 **PAGE(s)**

SOURCE: Rehabilitation Research Foundation
Draper Correctional Center
Elmore, Alabama

MEDIA: Report

ORIENTATION:

Adult Counseling
Rehabilitation Counseling
Adult Learning
Guidance Counseling
Manpower Uitilization
Training
Manpower Utilization Program

SUBJECT CONTENT: The second of three final books describing the Draper Project, the first systematic approach to rehabilitation counseling of offenders in the Alabama Prison System.

This project was funded by a consortium of federal departments to study the feasibility of operating a manpower program in a correctional setting. Major objectives were to train, place and follow up offenders.

COMMENT:

196

CLASSIFICATION

01 ____.________ 02 ____.________ ____.________

____.________ ____.________ ____.________

AUTHOR: McKee, John M.

CORPORATE AUTHOR:

TITLE: What is Behavioral Counseling?

PRICE: **DATE:** 1967 3 **PAGE(s)**

SOURCE: Experimental Manpower Laboratory
Draper Correctional Center
Elmore, Alabama

MEDIA: Report

ORIENTATION:

Adult Counseling	Behavioral Counseling
Counselors	Guidance Counseling
Counseling Theories	

SUBJECT CONTENT: The author defines "behavioral counseling" as the identification, analysis and elimination of psychological problems causing the undesirable behavior and the substitution of systematic environmental contingency procedures to alter the person's responses to stimuli.

COMMENT: Behavioral counselors will find the outline useful.

CLASSIFICATION

01 . 01   01 . 03   02 . 01

02 . 03   07 .

AUTHOR: Menacker, Julius

CORPORATE AUTHOR:

TITLE: "Urban Poor Students and Guidance." Guidance Monograph Series VI: Minority Groups and Guidance

PRICE: **DATE:** 1971   84 **PAGE(s)**

SOURCE: Houghton-Mifflin Company
Boston, Massachusetts

MEDIA: Booklet (Monograph Series)

ORIENTATION:

Adult Counseling	Educational Counseling
Guidance Counseling	Adult Learning

SUBJECT CONTENT: This unit is part of a series of eight texts. This one contains a special section on guidance methods and techniques and an historical-economic account. This information is essential to successful, effective counseling of urban poor students. The unique characteristics and circumstances (attitudinal and environmental deficiencies) are stressed.

COMMENT: Much of the material has a psychological orientation; however, much is geared to the interest of the counselor of urban, poor adult.

CLASSIFICATION

01 . ______ 05 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR:

CORPORATE AUTHOR: Michigan Personnel and Guidance Association

TITLE: Entry Level Counseling Skills

PRICE: **DATE:** 1972 4 **PAGE(s)**

SOURCE: State of Michigan
Department of Education
Lansing, Michigan 48902

MEDIA: Paper

ORIENTATION: Counseling and Guidance
Counselor Skills Instructional Systems
Counseling Services

SUBJECT CONTENT: This document has been prepared to describe the entry level counselor skills which counselor educators strive to assist counselor trainees in attaining. A core of professional competencies is listed. The counselor is expected to: (l) understand students and the educational context; (2) possess entry level counseling skills; (3) perform various consulting tasks; (4) coordinate guidance activities; (5) demonstrate research skills; (6) utilize assessment skills and techniques; (7) engage in professional growth; and (8) know, apply, and communicate professional standards and practices.

COMMENT:

CLASSIFICATION

01 . ________ 04 . ________ 05 . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR: Millard, Richard M.

CORPORATE AUTHOR:

TITLE: The Role, Responsibility, and Function of the Community Colleges in Occupational Education (ED 063 936)

PRICE: MF .65
HC $3.29
DATE: June, 1972 18 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, MD 20014

MEDIA: ERIC

ORIENTATION:

Career Education	College Role
Educational Needs	Educational Objectives
Junior Colleges	Occupational Guidance

SUBJECT CONTENT: This speech emphasizes the thesis that the major function of education should be to prepare students for a vocation. Some implications for community colleges are: (1) need for comprehensiveness, including communication and cooperation with high schools and 4-year colleges; (2) statewide planning, clear identification of institutional goals; (3) diverse faculty; (4) cooperation between community colleges and the community in planning programs that meet local manpower needs; (5) the involvement of the total college in guidance with programs designed specifically for adult counseling and guidance.

COMMENT:

CLASSIFICATION

01 . 02

AUTHOR: Miller, Carroll H.

CORPORATE AUTHOR:

TITLE: A Pilot Project for Vocational Guidance in Economically Underdeveloped Areas. (ED 026 527)

PRICE:

DATE: 1968

PAGE(s)

SOURCE:
ERIC Document Reproduction Service
Leasco Information Products, Inc. , P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:
Vocational Guidance
Community Service

SUBJECT CONTENT: Mobile guidance program in the twelve southern-most counties of Illinois.

COMMENT:

CLASSIFICATION

01 . 02　　04 . ____　　____ . ____

____ . ____　　____ . ____　　____ . ____

AUTHOR: Miller, Juliet V.

CORPORATE AUTHOR:

TITLE: Intensive High School Occupational Guidance Approaches for Initial Work and Technical School Placement

PRICE:　　**DATE:** 1969　　16 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION: Programs for dealing with non-college bound students
Occupational Guidance
Career Development

SUBJECT CONTENT: Annotated bibliography includes research and descriptions of innovative programs in working with the non-college bound student who enters the work force immediately after high school or seeks technical training. Occupational guidance needed to insure successful job entry and continued vocational development. Includes research findings about the current occupational choice patterns of these youth and suggestions for development of the guidance services needed.

COMMENT:

CLASSIFICATION

01 . ________ ____ . ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR:

CORPORATE AUTHOR: Minnesota State Department of Education
St. Paul, Minnesota

TITLE: Guidance Programs and Their Impact on Students: A Search for Relationships between Aspects of Guidance and Selected Personal-Social Variables. Final Report (ED 023 141)

PRICE: MF .65
HC $13.16

DATE: June 20, 1968

316 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:
Guidance Counseling
Counseling Effectiveness
Counselor Acceptance

SUBJECT CONTENT: A study to determine the total impact of guidance programs on the students they serve. The method was to use intercorrelation between guidance programs and personal-social variables influenced by guidance. Findings show that "counselor personality was the most related to outcomes." Recommendations were: Counselors should consider more active roles, help change environment...and develop greater interpersonal sensitivity and skills.

COMMENT: Very relevant information for prospective adult counselors; and for module development.

CLASSIFICATION

01 . 03   03 .   06 . 05

AUTHOR: Morel, E. D.

CORPORATE AUTHOR:

TITLE: The Black Man's Burden

PRICE: **DATE:** 1969   **PAGE(s)**

SOURCE:

MEDIA: Book

ORIENTATION:

Adult Learning
Counseling Effectiveness
Manpower Utilization
Curriculum
Adult Development
Social Responsibility

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

204

CLASSIFICATION

01 . 02   04 .   .

.   .   .

AUTHOR: Morrill, Weston H. and David J. Forrest

CORPORATE AUTHOR:

TITLE: " Dimensions of Counseling For Career Development."
Personnel and Guidance Journal, Volume 49, No. 4

PRICE: DATE: December, 1970 6 PAGE(s)

SOURCE:

MEDIA: Journal

ORIENTATION: Vocational Counseling Career Planning
Vocational Adjustment Adult Development

SUBJECT CONTENT: Four types of career counseling are described: A traditional vocational counseling approach which helps the client with a specific decision; teaches decision making skills; one which views career development as a process rather than an end point; and one which focuses on creating the ability to utilize one's own strengths to achieve self-determined objectives.

COMMENT:

CLASSIFICATION

01.02 02.02 06.02

07.01

AUTHOR: Moynihan, Paul, Jane Moynihan and Giles A. Daeger

CORPORATE AUTHOR:

TITLE: You and Your Job: A Guide For Instructors and Counselors

PRICE: $3.00 Complete Set **DATE:** 1969 130 **PAGE(s)**

SOURCE: Milwaukee Vocational Technical and Adult Schools
MDTA Program
Milwaukee, Wisconsin

MEDIA: Book

ORIENTATION:

- Adult Counseling
- Vocational Counseling
- Vocational Education
- Guidance Counseling
- Manpower Utilization
- Career Education
- Career Development

SUBJECT CONTENT: A teacher's guide for instructor/counselor use. This manual is designed for supplemental use with five student texts in the You and Your Job series. The information emphasizes occupational information and placement. The manual follows each booklet, chapter by chapter and gives specific objectives and instructional and curriculum suggestions for discussion and enrichment activities.

COMMENT:

CLASSIFICATION

01 . 02   02 . 02   04 . 01

04 . 04   06 . 05   ___ . ___

AUTHOR: Murray, Donald E.

CORPORATE AUTHOR:

TITLE: Job Development Techniques

PRICE: **DATE:** 1970   171 **PAGE(s)**

SOURCE: Educational Systems Corporation
Washington, D.C.

MEDIA: Book

ORIENTATION:

Adult Counseling
Career Planning
Career Development
Vocational Counseling
Career Education
Training
Job Analysis

SUBJECT CONTENT: This guide gives comprehensive coverage of problem areas to avoid in designing job development and placement programs for the poor: A distinction is made between the needs of the unemployed and the underemployed participants.

The necessity of placing people on jobs because of interest, as well as by aptitude is stressed. Special sections are included on: Job Development in Rural Areas; Working with Unions; Introduction and Job Orientation; Follow-up after Placement; World-of-Work Curriculum. Sample forms and appendices are included.

COMMENT:

CLASSIFICATION

01. 04. 06. 02

AUTHOR:

CORPORATE AUTHOR: National Advisory Council on Vocational Education

TITLE: Counseling and Guidance: A Call for Change (ED 064 482)

PRICE: MF .65
HC $3.29 **DATE:** June, 1972 13 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:
Curriculum
Career Education
Guidance Services
Vocational Counseling

SUBJECT CONTENT: Responding to the need for improved vocational counseling services, the National Advisory Council has made specific recommendations to the Secretary of Health, Education, and Welfare. Recommendations include: (1) work experience for Vocational Counselors, (2) the infusion of individuals with rich backgrounds in business, industry, and labor into the counseling system, and (3) the requirements of an introductory course in career education for prospective counselors.

COMMENT:

CLASSIFICATION

01 . 01	02 . 01	02 . 03
03 . 01	06 . 02	.

AUTHOR: Neff, Monroe C.

CORPORATE AUTHOR:

TITLE: "Guidance and Counseling." Adult Basic Education Bulletins

PRICE: **DATE:** 1968-1969 9 **PAGE(s)**

SOURCE: Bureau of Basic Continuing Education
University of the State of New York
Albany, New York

MEDIA: Bulletin

ORIENTATION:

Curriculum	Guidance Counseling
Counseling Goals	Counseling Services
Counseling Instructional System	

SUBJECT CONTENT: One bulletin in a series of six designed specifically for supervisors and adult education directors of ABE programs in New York State. Some topics covered: The role of guidance counselor in ABE programs, the responsibilities of guidance counselor in ABE, backgrounds and needs of ABE students, knowledge of ABE curriculum, how to evaluate test results, and familiarity with local public and private agencies. An index and bibliography is included.

COMMENT:

CLASSIFICATION

01 . ______ 02 . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Norman, D. and J. Flanders

CORPORATE AUTHOR:

TITLE: "A Model Counseling Program in Appalachia." Guidance for Urban Disadvantaged Youth, E. C. Halberg (editor)

PRICE: **DATE:** 1971 6 **PAGE(s)**

SOURCE: American Personnel and Guidance Association
1607 New Hampshire Avenue
Washington, D.C. 20009

MEDIA: Book

ORIENTATION: Counseling Instructional Program
Counselors

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

01 . ________ 04 . ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR:

CORPORATE AUTHOR: Northwest Regional Educational Laboratory

TITLE: Counseling and Guidance: A Survey of Current Practices and Analysis of Implications for Career Education Counseling and Guidance Programs

PRICE: DATE: January, 1973 61 PAGE(s)

SOURCE: Northwest Regional Educational Laboratory, Career Ed. Div.
710 S. W. Second, Avenue
Portland, Oregon 97204

MEDIA: Booklet

ORIENTATION: Counseling/guidance in career education

SUBJECT CONTENT: Survey of current practices of guidance and counseling in elementary and secondary schools, community colleges and social agencies; counseling and guidance practices related to career education; implications of current practices and recommendations.

COMMENT: Personal interviews were held with over 200 counselors in eight major metropolitan areas across the country. Findings were related to career education concepts identified by NWREL in a study for NIE.

CLASSIFICATION

01. ______ 04. ______ ___. ______

___. ______ ___. ______ ___. ______

AUTHOR:

CORPORATE AUTHOR: Northwest Regional Educational Laboratory

TITLE: Involvement of Professional Associations in Development of Counseling and Guidance in Career Education: Results of Two Approaches

PRICE:

DATE: February, 1973 47 **PAGE(s)**

SOURCE: Northwest Regional Educational Laboratory, Career Ed. Div.
710 S. W. Second Avenue
Portland, Oregon 97204

MEDIA: Booklet

ORIENTATION: Counseling/guidance in career education

SUBJECT CONTENT: Two separate papers: "The Counselor and Career Education: Introductory Concepts" - a primer for the practicing counselor or prepared by American Personnel and Guidance Association. "Position Paper in Career Development" (draft) prepared by special joint Commission on Career Guidance and Vocational Education of the American Vocational Association and the National Vocational Guidance Association.

COMMENT: Papers were a result of NWREL's effort to stimulate support of organizations and individuals in the development and assessment of the role of guidance and counseling in career education.

212

CLASSIFICATION

01 . ______ 04 . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR:

CORPORATE AUTHOR: Northwest Regional Educational Laboratory

TITLE: The Role of Counseling and Guidance in a Comprehensive Career Education Delivery System: An Exploratory Study

PRICE: DATE: February, 1973 152 PAGE(s)

SOURCE: Northwest Regional Educational Laboratory
710 S. W. Second Avenue
Portland, Oregon 97204

MEDIA: Book

ORIENTATION: Development of counseling and guidance within a total career education system.

SUBJECT CONTENT: Counseling and Guidance, Sources of Manpower Projections, Involvement of Professional Associations in Development of Counseling and Guidance in Career Education—Results of Two Approaches.

COMMENT:

CLASSIFICATION

01 . ______ 06 . 06 ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: O'Hare, Robert W.

CORPORATE AUTHOR:

TITLE: "Evaluation of Guidance Programs." California Personnel and Guidance Association Journal

PRICE: **DATE:** February 21, 1970 5 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:
Guidance Counseling
Guidance Programs

SUBJECT CONTENT: A learner-based evaluation procedure is being developed and can be applied to the guidance process. Some suggestions include: (1) evaluation of outcomes, (2) informed selection of materials, and (3) subsequent identification of process variables related to goal achievement.

COMMENT:

CLASSIFICATION

01 . _____ 02 . _____ ____ . _____

____ . _____ ____ . _____ ____ . _____

AUTHOR: Ostrom, Stanley R.

CORPORATE AUTHOR:

TITLE: Self Appraisal and Assessment Structure (S. A. A. S.)

PRICE: **DATE:** 1969 **PAGE(s)**

SOURCE: Santa Clara County Office of Education
99 Notre Dame Avenue
San Jose, California

MEDIA: Program

ORIENTATION: Educational Strategies
Educational-Occupational Planning

SUBJECT CONTENT: Materials: *Self Appraisal and Assessment Structure (the rating scales); S. A. A. S. Student Handbook; S. A. A. S.-Administrator Manual;

*S. A. A. S. - a self assessment process carried out by means of a group of 12 self-rating scales; 1-8 deal with vocational fields; scientific mechanical, clerical, computational, sales, social service, verbal, the arts; 9-12 are related to academic level: academic level; academic, motivation, energy, output, organization; In addition, there are 8 brief interest scales.

COMMENT:

CLASSIFICATION

01 . ______ 04 . ______

AUTHOR: Pate, Robert H. and Others

CORPORATE AUTHOR:

TITLE: Group Counseling For Individual Decision Making: Maximizing The Effectiveness Of The College Placement Service (ED 059 513)

PRICE: MF .65
HC $6.58

DATE: November, 1971

118 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:
Career Planning
Occupational Guidance
Counseling Effectiveness
Student Personnel Services

SUBJECT CONTENT: This report is the result of a demonstration project the purposes of which were to demonstrate the feasibility of providing career counseling by specially trained graduate students as part of the college placement service. Criteria for the project consisted of ratings of the randomly-placed clients by employer representatives, comparable ratings by the director of placement, and client satisfaction. This ultimate placement success was seen as a result of the non-traditional services they received. No differences in outcome were apparent between those counseled individually and those counseled in groups.

COMMENT:

CLASSIFICATION

01 .

02 .

AUTHOR: Patterson, C.H.

CORPORATE AUTHOR:

TITLE: Theories of Counseling and Psycho-therapy

PRICE:

DATE: 1966

PAGE(s)

SOURCE:
Harper & Row, Publishers
49 East 33rd Street
New York, N.Y.

MEDIA: Book

ORIENTATION:
Counselors
Learning Theory
Counseling Theories
Systems Approach
Philosophical Assumptions

SUBJECT CONTENT: Patterson attempts to review the basic schools of thought relative to counseling theories and psychotherapy. He provides an in-depth approach to each system which he describes. The book is divided into the following major sections: (1) rational approaches to counseling, (2) learning theory approaches to counseling, (3) psychoanalytic approaches to counseling, (4) perceptual-phenomenological approaches to counseling, and (5) existential psychotherapy.

COMMENT:

CLASSIFICATION

01 . ______ 02 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Patterson, Lewis Earl

CORPORATE AUTHOR:

TITLE: Counselor Education as a Process of Adult Socialization
(Order No. 66-4836)

PRICE: M $3.00 **DATE:** 1965 148 **PAGE(s)**
X $7.00

SOURCE: The Pennsylvania State University

MEDIA: Dissertation

ORIENTATION:

Adult Counseling	Counselors
Guidance Counseling	Counseling Goals
Guidance Programs	Counseling Programs
Training	

SUBJECT CONTENT: Based upon the theory that education for the professions results in changes in the self-structures of individuals acquiring training. Adult socialization was defined as "the integrating of attitudes, roles, skills, and knowledge of a profession." The study includes an investigation of ways in which counselor-trainees change in attributes of self (self-concept). Instruments used included the Gordon Personal Profile, the Gordon Personal Inventory, semantic differential rating scale, the Professional Self-Report, and the Student-Counselor Concept Inventory: Reliability of the rating on this exercise was .77.

COMMENT:

CLASSIFICATION

01 . ______ 02 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR:

CORPORATE AUTHOR: University of Pennsylvania

TITLE: College Psychology (Counseling Psychology) at the University of Pennsylvania

PRICE: **DATE:** March, 1972 4 **PAGE(s)**

SOURCE: College of Education
University of Pennsylvania

MEDIA: Paper

ORIENTATION: Counseling Psychology
Competencies
Adult Psychology

SUBJECT CONTENT: This paper describes the competency-based doctoral program in Counseling Psychology at the University of Pennsylvania. Some of the competency areas are: (1) individual counseling; (2) group counseling procedures; (3) drug-alcohol abuse; (4) personal adjustment; (5) tests and inventories; (6) rehabilitation techniques.

COMMENT:

CLASSIFICATION

01 . ______ 02 . ______ 04 . ______

AUTHOR: Peters, Herman J. (editor)

CORPORATE AUTHOR:

TITLE: Vocational Guidance and Career Development, Selected Readings

PRICE:

DATE: 1966

47 **PAGE(s)**

SOURCE: MacMillan Company
New York, N.Y.

MEDIA: Pamphlet

ORIENTATION: Vocational Guidance

SUBJECT CONTENT: Exploration of various concepts of work; society's dimension of work; theories of the continuing process of vocational development; continuing needs in adult vocational guidance and career development.

COMMENT:

CLASSIFICATION

01 . 02   02 . 02   04 .

AUTHOR: Peters, Herman J. and James C. Hansen (editors)

CORPORATE AUTHOR:

TITLE: Vocational Guidance and Career Development

PRICE: **DATE:** 1971   483 **PAGE(s)**

SOURCE: The Macmillan Company
866 Third Avenue
New York, N.Y. 10022

MEDIA: Book

ORIENTATION: Various perspectives on work, vocational guidance and counseling, career development.
Women's Education   Housewives

SUBJECT CONTENT: (1) Is the work ethic realistic in an age of automation? (2) Adult work and developmental models; (3) Vocational education for all; (4) Social factors in vocational development; (5) The impact of social and economic change; (6) Worker and work in the metropolis; (7) A sociological approach to the analysis of preparation for work life; (8) Personality dynamics and vocational counseling; (9) Vocational Counseling: A pattern and a projection; (10) Changing cultural concepts of women's lives; (11) Some aspects of women's ambition; (12) Toward a theory of occupational choice for women; and (13) Counseling and girls.

COMMENT:

CLASSIFICATION

01.____ 02.____ ____.____

____.____ ____.____ ____.____

AUTHOR: Peterson, R.

CORPORATE AUTHOR:

TITLE: "Rehabilitation of the Culturally Different: A Model of the Individual in Cultural Change." Guidance for Urban Disadvantaged Youth, E. C. Halberg (editor)

PRICE: **DATE:** 1971 10 **PAGE(s)**

SOURCE: American Personnel and Guidance Association
1607 New Hampshire Avenue
Washington, D.C. 20009

MEDIA: Book

ORIENTATION: Rehabilitation Counseling
Social Change

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

01 . 02 02 . 03

AUTHOR: Petry, Dorothy W.

CORPORATE AUTHOR:

TITLE: Vocational Students Perception of Guidance Needs; A Study Conducted in Minnesota Area Vocational-Technical Schools (ED 036 809)

PRICE: MF .65
HC $6.58

DATE: 1969

170 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:

Vocational Guidance
Occupational Guidance
Vocational Counseling
Career Planning
Student Needs
Vocational Schools
Student Personnel Programs

SUBJECT CONTENT: The purpose of this study was to collect information in the guidance needs of students in vocational technical schools in Minnesota. The five areas of student concern in this study included housing, financial needs, information relating to school, social and recreational activities, and career plans. The results of this study indicated that student services supplementary to the instructional program are being offered in various ways. Some schools did assist some students in finding a place to live and helped others in finding part-time employment. Students indicated that help in finding a job was perhaps the most important service which the school could perform.

COMMENT:

CLASSIFICATION

01 . 01   02 . 01   07 . 01

AUTHOR: Phillips, Maxine

CORPORATE AUTHOR:

TITLE: Drugs

PRICE: **DATE:** 1970   32 **PAGE(s)**

SOURCE: New Readers Press
Syracuse, New York

MEDIA: Booklet

ORIENTATION:

Adult Counseling	Family Counseling
Group Counseling	Guidance Counseling
Adult Learning	Social Services

Social Responsibility

SUBJECT CONTENT: The seventh text in the "Be Informed" series, this unit covers topics such as: What are Drugs? Alcohol, Marijuana and Hashish, LSD and other Hallucinogens, Speed and Cocaine, Barbiturates and Tranquilizers, Heroin and other Narcotics, (to name a few). This booklet is designed as a work text for Family-Living or Counseling Classes.

COMMENT:

CLASSIFICATION

01 . ______ 02 . ______ 06 . 05

07 . ______ ___ . ______ ___ . ______

AUTHOR: Phillips, W.M. and Ethel D. Kahn

CORPORATE AUTHOR:

TITLE: Trouble in Our Community: The Issue in Black and White;
A Manual of Readings for Adult Discussion

PRICE: $2.00 **DATE:** 1970 374 **PAGE(s)**

SOURCE: Cooperative Extension Service
Rutgers University
New Brunswick, New Jersey

MEDIA: Book

ORIENTATION:
Adult Counseling
Family Counseling
Counseling Effectiveness
Educational Counseling
Individual Counseling
Career Education
Human Development

SUBJECT CONTENT: An anthology of essays, papers, reports designed for use with adult discussion groups. ABE teachers, counselors or administrator's understanding of his target population will be enhanced upon reading and discussion of these eight chapters. Prominent Black and Puerto Rican writers, anthropologists, sociologists, and other concerned individuals opinions have been included. Topics range for "Equality is What?" to "Is There Still Time." The variety of topics and writer-contributors suggest this book as an excellent addition to any educational program.

COMMENT:

CLASSIFICATION

01 . ____

AUTHOR: Pine, Geraldine J.

CORPORATE AUTHOR:

TITLE: Counseling Minority Groups: A Review of the Literature, Volume 17, No. 1

PRICE: **DATE:** Fall, 1972 10 **PAGE(s)**

SOURCE: Department of Graduate Studies in Education
University of Notre Dame
Notre Dame, Indiana 46556

MEDIA: Pamphlet

ORIENTATION: A review of the literature on reasons for minority dissatisfaction with guidance and counseling.

SUBJECT CONTENT: Guidance malpractice; An analysis of current counseling theory and practice. Review of Literature; Counseling, Social Class Status, Race; The Counselor; The Minority Group Client; The Counseling Process.

COMMENT:

CLASSIFICATION

01 . 01   01 . 03   02 . 01

02 . 03   07 .

AUTHOR: Pollack, Erwin and Minacker Pollack

CORPORATE AUTHOR:

TITLE: "Spanish-Speaking Students and Guidance." Guidance Monograph Series VI: Minority Groups and Guidance

PRICE:

DATE: 1971

86 **PAGE(s)**

SOURCE: Houghton-Mifflin Company
Boston, Massachusetts

MEDIA: Booklet

ORIENTATION:
Adult Counseling
Counselors
Educational Counseling

SUBJECT CONTENT: This unit deals with the special concerns of Puerto Rican, Mexican and other Spanish-speaking students. Socio-economic and cultural patterns were discussed; and the guidance principles and practices are presented, also. This unit could be of great interest to the counselor of Spanish-speaking adults.

COMMENT:

CLASSIFICATION

01. 06.06

AUTHOR: Rank, Richard C.

CORPORATE AUTHOR:

TITLE: "Counseling Competence and Perceptions." Personnel and Guidance Journal, Volume 45, No. 4

PRICE: **DATE:** 1966 6 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:

Counselors	Guidance Counseling
Counseling Services	Counseling Effectiveness

SUBJECT CONTENT: A study of counselor perceptions of test interviews to analyze change in student perceptions and to explore the relationship between counselor perceptions of others and counseling competence.

Cross-validation demonstrated a significant difference between post-practicum counseling competence and both pre-and post-practicum test scores.

COMMENT:

CLASSIFICATION

01 . ________ 02 . ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR: Ratchick, Irving

CORPORATE AUTHOR:

TITLE: Perspectives on Counselor Education and Services to Disadvantaged Minority Group Youth

PRICE: **DATE:** 1969 10 **PAGE(s)**

SOURCE: New York State Education Department
Albany, N.Y.

MEDIA: Pamphlet (Xerox copy)

ORIENTATION: Counseling Instructional Systems
Counselors

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

01 . ______ 02 . ______ 03 . ______

AUTHOR:

CORPORATE AUTHOR:

TITLE: Results of Texas Education Agency Survey of Adult Education, Guidance and Counseling in Texas

PRICE: DATE: 1969-1970 PAGE(s)

SOURCE: Texas Education Agency

MEDIA: Report

ORIENTATION:

Adult Counseling
Guidance Counseling
Counseling Programs
Guidance Programs
Adult Learning

SUBJECT CONTENT: This report includes the findings (results) of a survey of Counseling and Guidance activities in 180 ABE programs in the state of Texas. 156 ABE centers responded. The ABE programs were primarily part-time evening classes meeting two hours per night, two nights per week. Six major questions were asked.

COMMENT:

CLASSIFICATION

01 . 02　　04 . ____　　06 . 02

____ . ____　　____ . ____　　____ . ____

AUTHOR: Robbins, William A.

CORPORATE AUTHOR:

TITLE: Concerns and Recommendations: A Report of the Colloquium on Occupational Counseling and Guidance (ED 066 701)

PRICE: MF .65
HC $3.29
DATE: January, 1972　　17 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:

Occupational Counseling	Career Education
Conference Reports	Occupational Guidance

SUBJECT CONTENT: The issues, problems, and changing needs of occupational guidance provided the focus for a special colloquium held at the State University of New York at Albany. The colloquim's goal was to review specific issues and problems facing occupational guidance and to identify steps which should be taken as a result of these. The need for colloquium is explained and a description of the basic issues and nature of discussions is presented. The main body of the report consists of a discussion of nine major concerns and their consequent recommendations.

COMMENT:

CLASSIFICATION

01 . ________ 02 . ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR: Rodriguez, A.

CORPORATE AUTHOR:

TITLE: "Too Many Losers." California Personnel and Guidance Association Journal, Volume IV

PRICE: **DATE:** 1972 6 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION: Counselors

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

01._____ ____._____ ____._____

____._____ ____._____ ____._____

AUTHOR: Rogers, Carl, R.

CORPORATE AUTHOR:

TITLE: On Becoming a Person - A Therapist's View of Psychotherapy

PRICE: **DATE:** 1961 420 **PAGE(s)**

SOURCE: Houghton Mifflin Company
2 Park Street
Boston, Massachusetts 02107

MEDIA: Book

ORIENTATION: A personal-experience view of psychotherapy.
Counseling and Guidance

SUBJECT CONTENT: "This Is Me; How Can I Be Of Help?" The process of becoming a person; A philosophy of persons; Getting at the facts; The place of research in psychotherapy; What are the implications for living?; The behavioral sciences and the person.

COMMENT:

CLASSIFICATION

01. ______ 02. ______ 06. ______

___.______ ___.______ ___.______

AUTHOR: Rose, Harold

CORPORATE AUTHOR:

TITLE: ABE Guidance and Counseling Workshop: Final Report

PRICE:

DATE: 1970

25 **PAGE(s)**

SOURCE: Morehead State University
Morehead, Kentucky

MEDIA: Report

ORIENTATION:
Adult Counseling
Adult Learning
Guidance Counseling
Training
Counseling Instructional Programs

SUBJECT CONTENT: A final report that accounts for a one-week workshop held June 22-26, 1970; Appalachian ABE Demonstration Center, Morehead, Kentucky.

An overview of the program (purpose, objectives, description of participants and evaluations) is provided in addition to general recommendations of the Director of the program.

COMMENT:

CLASSIFICATION

01.02	02.02	04.
07.01	07.02	.

AUTHOR: Rosen, Howard

CORPORATE AUTHOR:

TITLE: Recent Findings Underscoring the Need for Linking Counseling and Labor Market Information (ED 049 503)

PRICE: MF .65
HC $3.29

DATE: April 5, 1971

16 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:
Counseling
Adult Counseling
Women's Education
Youth
Vocational Counseling
Labor Education
Occupational Information

SUBJECT CONTENT: Information about the Labor Market in the United States has been needed and emphasized. The Census Bureau collected data since 1966 on the Labor Market experience of four groups: Men 45-59, Women 30-44, Young Men 14-24, Young Women 14-24.

COMMENT:

CLASSIFICATION

01. ____________ 07. ____________ ____.____________

____.____________ ____.____________ ____.____________

AUTHOR: Rosen, Julius

CORPORATE AUTHOR:

TITLE: "The Predictive Value of Personal Characteristics Associated With Counselor Competency." Dissertation Abstracts, Volume 41, Abstract No. 10956.

PRICE: **DATE:** 1967 **PAGE(s)**

SOURCE: Order No. 67-134

MEDIA: Dissertation

ORIENTATION:

Counselors	Guidance Counseling
Counseling Services	Counseling Programs
Guidance Programs	Counseling Effectiveness

SUBJECT CONTENT: The objective of this study was to investigate the predictive value of the counselor's personal characteristics which are associated with counselor competency and to determine the usefulness of these personal characteristics as criteria for selection of counselor candidates. One of the instruments used was the Edwards Personal Preference Schedule. Partial description of the method included the use of judges listening to segments of tape-recorded counseling interviews rating the counselors on self-congruence, unconditional positive regard, and accurate empathy. Correlation analysis and the multiple regression analysis were used.

COMMENT:

CLASSIFICATION

01 . ______ 02 . ______ 07 . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Rosenthal, R.,C. Weissberg, F. Ladd, C. Gilbert and B. Bruce

CORPORATE AUTHOR:

TITLE: Pathways to Identity: Aspects of the Experience of Black Youth

PRICE: DATE: 1971 PAGE(s)

SOURCE: Graduate School of Education
Harvard University
Cambridge, Massachusettes

MEDIA: Book

ORIENTATION:
Counselors
Human Development
Social Change

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

01 . 02　　02 . 02　　03 .

04 . 04

AUTHOR: Ross, Arthur Max

CORPORATE AUTHOR:

TITLE: Employment, Race and Poverty

PRICE:　　**DATE:** 1967　　**PAGE(s)**

SOURCE:

MEDIA: Book

ORIENTATION:

Vocational Counseling	Adult Learning
Manpower Utilization	Career Planning
Career Development	Human Development

Social Responsibility

SUBJECT CONTENT: Black employment, discrimination in employment. (U.S.) Poverty Bibliography

COMMENT:

CLASSIFICATION

01 . 06 . 06

AUTHOR: Ross, Frank Richardson and Carl R. Wahlberg, Jr.

CORPORATE AUTHOR:

TITLE: An Evaluation of the Denver Public Schools; Guidance and Counseling Program From Appraisals By Pupils, Parents, and Professional Staff (Order No. 69-7015)

PRICE: **DATE:** 1968 **PAGE(s)**

SOURCE: University Microfilms
300 North Zeeb Road
Ann Arbor, Michigan 48106

MEDIA: Dissertation

ORIENTATION:

Guidance Counseling	Counseling Effectiveness
Counseling Programs	Guidance Programs

SUBJECT CONTENT: This study was to investigate to what extent the objectives of the guidance program were being satisfactorily achieved in the Denver Public Schools in the opinion of the secondary students, parents and the professional staff of the secondary schools. Separate questionnaires were developed and administered to these groups. There were 35,698 students and 1,840 staff members involved in the study. Data processing was used to tabulate the data. The results: Students felt most objectives were not being met.

COMMENT:

CLASSIFICATION

01 .

06 . 06

AUTHOR: Ryan, Charles W. and Others

CORPORATE AUTHOR:

TITLE: "The Evaluation of an Instrument to Measure Counselor Effectiveness." Measurement and Evaluation in Guidance, Volume 3, No.2

PRICE:

DATE: 1970

4 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:

Counselors
Counseling Programs
Guidance Counseling
Guidance Programs
Counseling Effectiveness

SUBJECT CONTENT: This author attempts a scientific method of measuring counselor effectiveness. Results are reported of research conducted to determine the reliability of the Kelz Rating Scale for rating counselor effectiveness with non-coached clients.

COMMENT:

CLASSIFICATION

01 . ______ ____ . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Ryan, T. A. and F. R. Zeran

CORPORATE AUTHOR:

TITLE: Organization and Administration of Guidance Services

PRICE: **DATE:** 1972 **PAGE(s)**

SOURCE: Interstate Printers and Publishers
19 N. Jackson Street
Danville, Illinois 61832

MEDIA: Book

ORIENTATION: Guidance Programs

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

01.
07.

AUTHOR: Salomone, Paul R.

CORPORATE AUTHOR:

TITLE: "A Client Centered Approach to Job Placement." Vocational Guidance Quarterly, Volume 19, No. 4

PRICE: **DATE:** June, 1971 4 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION: Con Counseling Theories Non-directive Counseling
Adulthoood Middle Aged Adults
Older Adults

SUBJECT CONTENT: A client centered placement approach for handicapped people is proposed as an alternative to the traditional selective placement method. The client centered placement is based on client responsibility and counselor direction and requires the counselor to have an unrealistic but optimistic attitude that the client will get a suitable job.

COMMENT:

CLASSIFICATION

01. ______ ___.______ ___.______

___.______ ___.______ ___.______

AUTHOR: Sattler, Jerome M.

CORPORATE AUTHOR:

TITLE: "Counselor Competence, Interest and Time Perspective: A Follow-up Note." Counselor Education and Supervision, Volume 6, No. 3

PRICE: **DATE:** 1967 1 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:

Counselors
Guidance Counseling
Counseling Effectiveness
Counseling Programs
Guidance Programs

SUBJECT CONTENT: This study is a repeat of a previous study. The findings reaffirm the inference that those persons in a National Defense Education Act Guidance Institute show an interest pattern associated with a secondary counselor are more likely to take a constructive account of their future. Sample Finding: counselors tend to view the future as predictable, structured and controllable.

COMMENT:

CLASSIFICATION

01 . ______ 02 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Scaggs, William F.

CORPORATE AUTHOR:

TITLE: Guide to Adult Education Counseling

PRICE: **DATE:** 1972 **PAGE(s)**

SOURCE: Prentice-Hall, Inc.
Englewood Cliffs, New Jersey

MEDIA: Book

ORIENTATION:

Educational Counseling	Adult Counseling
Vocational Guidance	Adult Development
Career Change	Developmental Tasks

SUBJECT CONTENT: The purpose of this guide is to describe as clearly and simply as possible the process of adult counseling. For the experienced professional counselor of adults, it may serve as a review of those competencies and behaviors which apply to adult students. For those who work in other phases of adult education, it may serve as a guide to the development of those skills and understanding basic to effective adult counseling. The guide offers a practical, operational approach to the process of counseling adults. Professional jargon and technical information have been avoided as much as possible.

COMMENT:

CLASSIFICATION

01 . 02

AUTHOR: Scates, Alice Y.

CORPORATE AUTHOR: U. S. Office of Education, Bureau of Research

TITLE: Computer-based Vocational Guidance Systems

PRICE:

DATE: March, 1968

168 **PAGE(s)**

SOURCE: U.S. Government Printing Office
Washington, D.C. 20402

MEDIA: Book

ORIENTATION: Summary of papers presented at the fourth Symposium for Systems under Development for Vocational Guidance

SUBJECT CONTENT: Introduction--Alice Y. Scates
Part II: Problems of Implementation
Part III: Some Vocational Guidance Systems Under Development

COMMENT:

CLASSIFICATION

01 . ______ 02 . ______ 04 . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Shertzer, Bruce

CORPORATE AUTHOR:

TITLE: Teacher's Guide to Group Vocational Guidance

PRICE: DATE: 1971 PAGE(s)

SOURCE: Bellman Publishing Company
P. O. Box 172
Cambridge, Mass. 02138

MEDIA: Book

ORIENTATION: Teaching Procedures
Vocational Counseling

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

01.01

AUTHOR: Shore, Milton F. and Stuart E. Golann

CORPORATE AUTHOR:

TITLE: "Problems of Ethics in Community Mental Health: A Survey of Community Psychologists." Community Mental Health Journal, Volume 5, No. 6

PRICE: **DATE:** 1969 8 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:
Adult Learning
Social Services
Human Development
Adult Development
Pupil Personnel Services

SUBJECT CONTENT: Psychologists in community mental health were surveyed to determine new ethical problems generated from community activity. Consultation competence, confidentiality and professional vs. citizen's role were important area discussions. Sample ethics handbooks are included.

COMMENT:

CLASSIFICATION

01. 02　　02. 02　　04. 03

04. 04　　.　　.

AUTHOR: Sinick, Daniel

CORPORATE AUTHOR:

TITLE: "Occupational Information and Guidance." Guidance Monograph Series IV: Career Information and Development

PRICE:　　**DATE:** 1970　　81 **PAGE(s)**

SOURCE: Houghton-Mifflin Company
Boston, Massachusetts

MEDIA: Booklet

ORIENTATION:

Guidance Counseling	Vocational Counseling
Career Planning	Career Education
Job Placement	Career Development

Occupational Information

SUBJECT CONTENT: Career Preparation and Occupational information are the concepts emphasized. The role of the counselor in relation to these concepts and the counselor's responsibility for placement/past placement suitable to adolescent and adult students is also stressed. An overview phrase summarizes this unit; that phrase is "Career Planning."

COMMENT:

CLASSIFICATION

01. ______ 02. ______ 03. ______

___. ______ ___. ______ ___. ______

AUTHOR: Smith, Margaret Ruth (editor)

CORPORATE AUTHOR:

TITLE: Guidance-Personnel Work: Future Tense

PRICE: **DATE:** 1966 181 **PAGE(s)**

SOURCE: Teachers College Press, Columbia University
525 W. 120th Street
New York, N.Y. 10027

MEDIA: Book

ORIENTATION: Guidance and Counseling
Adult Counseling

SUBJECT CONTENT: Problems of our culture and of developing nations; problems of counseling today's students, minority groups and adults in continuing education.

Fifteen persons have contributed chapters on aspects which they considered important if the guidance-personnel profession is to advance its concern creatively and effectively.

COMMENT:

CLASSIFICATION

01 .	02 .	04.
06 . 05	.	.

AUTHOR: Stahl, David

CORPORATE AUTHOR:

TITLE: The Community and Racial Crisis

PRICE: **DATE:** 1966 364 **PAGE(s)**

SOURCE: Practicing Law Institute
New York, N.Y.

MEDIA: Book

ORIENTATION:

Community Services	Human Development
Social Services	Social Responsibility
Social Change	Manpower Utilization Program

SUBJECT CONTENT: Presentation of dialogues on dealing with racial situations.

COMMENT:

250

CLASSIFICATION

01 . 02 . 04 .

06 . 06

AUTHOR: Stevenson, William W. and Blan E. Sandlin

CORPORATE AUTHOR:

TITLE: Evaluating Career Guidance, Counseling and Placement State Level. Identifying Areas of Concern and Determining Evidences Needed for Evaluation: Career Guidance, Counseling and Placement--State Level (ED 046 009)

PRICE: MF .65 **DATE:** Dec. 6, 1970 29 **PAGE(s)**
HC $3.29

SOURCE: ERIC Reproduction Service
Leasco Information Products, Inc. , P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:

Counseling	Career Planning
Counseling Services	Counselor Function
Guidance Counseling	Job Placement
Vocational Counseling	

SUBJECT CONTENT: These papers attempt to provide an overview and to serve as a basis for developing a system for evaluating states' programs in career guidance, counseling and placement. A comprehensive review of published materials is included. Recommendations include a procedure for securing information within a state, about major areas of concern and about evaluative criteria.

COMMENT:

CLASSIFICATION

01 . ______ 07 . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Stewart, Lawrence H. and Charles F. Warnath

CORPORATE AUTHOR:

TITLE: The Counselor and Society--A Cultural Approach

PRICE: **DATE:** 1965 400 **PAGE(s)**

SOURCE: Houghton-Mifflin Company
Boston, Massachusetts

MEDIA: Book

ORIENTATION:
Guidance
Adulthood
Youth

SUBJECT CONTENT: Beginnings of the guidance movement. Attempts to define the role of the counselor. Confusion in terminology. Definitions of goals. Some issues in guidance. The counselor as a social engineer. Values and behavior models. Youth and society. Identity and the schools. Cultural information in guidance appraisal. Cumulative records. Academic achievement research. Individual Counseling. Groups and group counseling staff relations. Ethical considerations for guidance. Professional status of the school counselor.

COMMENT:

CLASSIFICATION

01 . 02
02 . 02
04 . 03
07 .

AUTHOR: Stone, Shelly C. and Bruce Shertzer (editors)

CORPORATE AUTHOR:

TITLE: Guidance Monograph Series IV: Career Information and Development

PRICE:
DATE: 1970-1971
644 **PAGE(s)**

SOURCE: Houghton-Mifflin Company
Boston, Massachusetts

MEDIA: Books (8)

ORIENTATION: Career Development
Career Education
Occupational Information
Adult Counseling

SUBJECT CONTENT: A Guidance Monograph comprised of a series of eight texts directed towards the counselor practitioner. Practical guidance problems and solutions are presented. Much of the material is highly theoretical and geared to the discipline of psychology; however, the material can be valuable to the counselor of adults.

COMMENT:

CLASSIFICATION

01 . 01

AUTHOR: Stone, Shelly C. and Bruce Shertzer (editors)

CORPORATE AUTHOR:

TITLE: Guidance Monograph Series VI: Minority Groups and Guidance

PRICE:

DATE: 1971

558 **PAGE(s)**

SOURCE: Houghton Mifflin Company
Boston, Massachusetts

MEDIA: Booklets, in a series

ORIENTATION:

Guidance Counseling
Counseling Programs
Counseling Theories
Adult Learning

SUBJECT CONTENT: Eight monographs developed to provide counselors with practical suggestions to problems of counseling adults from various ethnic groups (Indians, Blacks, Urban Poor, Rural Poor, Appalachian, Spanish-Speaking). Some of the material is directed towards children; but theory applies to adults, also.

COMMENT:

CLASSIFICATION

01.

AUTHOR: Sullivan, Howard J. and Robert W. O'Hare (editors)

CORPORATE AUTHOR:

TITLE: Accountability in Pupil Personnel Services: A Process Guide for the Development of Objectives

PRICE: **DATE:** 1971 113 **PAGE(s)**

SOURCE: California Personnel and Guidance Association
654 East Commonwealth Avenue
Fullerton, California 92631

MEDIA: Book

ORIENTATION:
Social Services
Guidance Program
Pupil Personnel Services

SUBJECT CONTENT: Objectives-Based Pupil personnel programs; An Overview; Developing Pupil Personnel Objectives; Selecting a Guidance Process; Evaluation in Objectives-Based Pupil Personnel Programs; Management of Objectives-Based Pupil Personnel Programs; Implementation of Objectives-Based Pupil Personnel Programs.

COMMENT: Third in a series of six monographs of the California Personnel and Guidance Association.

CLASSIFICATION

01 . 01
01 . 03
02 . 01
02 . 03
07 .

AUTHOR: Sweeney, Thomas J.

CORPORATE AUTHOR:

TITLE: "Rural Poor Students and Guidance." Guidance Mongraph Series VI: Minority Groups and Guidance

PRICE: **DATE:** 1971 72 **PAGE(s)**

SOURCE: Houghton-Mifflin Company
Boston, Massachusetts

MEDIA: Booklet

ORIENTATION: Adult Counseling; Educational Counseling; Guidance Counseling; Adult Learning; Counselors

SUBJECT CONTENT: Successful methods of counseling the white rural poor is presented in this unit. Emphasis is on the lack of cultural and economic preparation. Suggestions are provided to acquaint counselors with practical solutions. A bibliography and index are included.

COMMENT:

CLASSIFICATION

01 . ________ 02 . ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR: Tamminen, A. and G. Miller

CORPORATE AUTHOR: Pupil Personnel Services Section
Minnesota Department of Education

TITLE: Guidance Programs and Their Impact on Students: A Search for Relationships Between Aspects of Guidance and Selected Personal-Sociable Variables

PRICE: **DATE:** 1968 **PAGE(s)**

SOURCE: Bureau of Research, Office of Education
U.S. Department of Health, Education and Welfare
Washington, D.C.

MEDIA: Book

ORIENTATION: Counselors
Counseling Instructional Program

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

01 .   02 .   04 .

AUTHOR: Tarrier, Randolph B. and Others

CORPORATE AUTHOR:

TITLE: Career Counseling: Prediction or Exploration (ED 051 510)

PRICE: MF .65
HC $3.29
DATE: April, 1971
11 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:
- Career Education
- Career Planning
- Counseling Effectiveness
- Vocational Counseling
- Vocational Redevelopment
- Counselor Acceptance
- Occupational Information

SUBJECT CONTENT: Various theories of career counseling are discussed. The emphasis is on counselee self-knowledge rather than counselor knowledge about and duration of the counselee.

COMMENT:

CLASSIFICATION

01.02　　04.　　06.

AUTHOR: Thayer, Louis and Others

CORPORATE AUTHOR:

TITLE: "Development of a Critical Incidents Videotape." Journal of Counseling Psychology, Volume 19, No. 3

PRICE:　　DATE:　　3 PAGE(s)

SOURCE:

MEDIA: Journal

ORIENTATION:
Counseling Programs
Educational Counseling
Critical Incidents Method

SUBJECT CONTENT: The videotape contains a number of distinctly different problems which counselors and other personnel involved in helping relationships face at various times in their respective careers. The implications and uses of the tape in counselor training and research are discussed.

COMMENT:

CLASSIFICATION

01. ______ 05. 01 ______ 06. 06 ______

____.______ ____.______ ____.______

AUTHOR:

CORPORATE AUTHOR:

TITLE: The Selection and Evaluation of School Counselors
(ED 021 266)

PRICE: MF .65
HC $3.29 **DATE:** 1968 22 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:
Counselors
Counselor Theories
Counselor Effectiveness

SUBJECT CONTENT: There are a number of different approaches to selecting counselors. This survey discusses four: (1) one describing differences between counselors and non-counselors; (2) one concerned with differences between effective & ineffective counselors; (3) use of prediction studies; and (4) use of trait and characteristic studies. Recommendations suggest a shift in focus from what the counselor is in terms of a static model to what he does and how he is to behave. Problems in evaluating counselor competence is discussed, also.

COMMENT:

CLASSIFICATION

01 . ________ 02 . ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR: Tillery, D.

CORPORATE AUTHOR:

TITLE: "Will the Real Guidance Counselor Please Stand Up?" College Board Review, Volume 74

PRICE: **DATE:** Winter, 1969-70 6 **PAGE(s)**

SOURCE: College Entrance Examination Board
Pubiications Order Office, Box 592
Princeton, New Jersey 08540

MEDIA: Journal

ORIENTATION: Counselors

SUBJECT CONTENT: The SCOPE Project, a six year, four state study of high school student decision-making and its outcomes. Reports on the students' perceptions and comparisons between their teachers and counselors.

COMMENT:

CLASSIFICATION

01 . ______ 02 . ______ 07 . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Tolson, H.

CORPORATE AUTHOR:

TITLE: "Counseling the Disadvantaged." Personnel and Guidance Journal, Volume 50, No. 9

PRICE: **DATE:** 1972 3 **PAGE(s)**

SOURCE: American Personnel & Guidance Association
1607 New Hampshire Avenue
Washington, D.C. 20009

MEDIA: Journal

ORIENTATION: Human Development
Counselors

SUBJECT CONTENT: Author looks at the obstacles to a sharing relationship with clients which counselors set up by stereotyping people and seeking to enhance their own status. She discusses the subtleties of racial and economic prejudice among well-meaning, middle-class counselors and case workers.

COMMENT:

CLASSIFICATION

01 . 02 02 . 01 ___ . ___

___ . ___ ___ . ___ ___ . ___

AUTHOR:

CORPORATE AUTHOR: Training Research and Development Station

TITLE: Vocational Counseling

PRICE: DATE: July, 1973 72 PAGE(s)

SOURCE: Training Research and Development Station
Department of Manpower and Immigration
Prince Albert, Saskatchewan, Canada

MEDIA: Book

ORIENTATION: Vocational Counseling Adult Vocational Education
Career Guidance Career Development

SUBJECT CONTENT: This study outlines a plan for the development of a Vocational Guidance Program. It discusses the changing world of work, guidance services, self-concepts and vocational decision-making processes, transition from school to employment, and the overall program strategies.

COMMENT:

CLASSIFICATION

01 . 02 . 06 . 06

AUTHOR: Truax, Charles B. and James L. Lister

CORPORATE AUTHOR:

TITLE: "Effectiveness of Counselors and Counselor Aides." Journal of Counseling Psychology, Volume 17, No. 4

PRICE: **DATE:** July, 1970 3 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:

Counselors	Manpower Utilization
Adult Learning	Rehabilitation Counseling
Guidance Counseling	Counseling Effectivness

SUBJECT CONTENT: This article is a discussion of a three-by-two factorial design to compare effectiveness of rehabilitation counselors and untrained counselor aides under three case management conditions.

COMMENT:

CLASSIFICATION

01. 02. 07.

AUTHOR: Vontress, Clemmont E.

CORPORATE AUTHOR:

TITLE: "Counseling Blacks." Personnel and Guidance Journal,
Volume 48, No. 9

PRICE: **DATE:** 1970 6 **PAGE(s)**

SOURCE: American Personnel and Guidance Association
1607 New Hampshire Avenue
Washington, D.C. 20009

MEDIA: Journal

ORIENTATION: Counselors
Human Development

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

01.01   01.03   02.01
02.03   07.

AUTHOR: Vontress, Clemmont E.

CORPORATE AUTHOR:

TITLE: "Counseling Negroes." Guidance Monograph Series VI: Minority Groups and Guidance

PRICE: **DATE:** 1971   70 **PAGE(s)**

SOURCE: Houghton-Mifflin Company
Boston, Massachusetts

MEDIA: Booklet

ORIENTATION: Adult Learning   Guidance Counseling
Adult Counseling   Educational Counseling

SUBJECT CONTENT: This attempts to study the cultural and racial conditions. Counselors should be acquainted with Black students (early age and adults) and of various educational achievement. One section is devoted to the use of standardized test with Blacks. The material is geared to problems of adolescents and college students; however, it can be applied to problems of undereducated adults.

COMMENT: This author's views represents only one perspective; namely that of the middle-age and older, middle-class and upper, academic view and should not be translated to apply to all Blacks.

CLASSIFICATION

01 .

AUTHOR: Warnath, Charles F.

CORPORATE AUTHOR:

TITLE: New Myths and Old Realities

PRICE: $7.75 **DATE:** November, 1971 **PAGE(s)**

SOURCE: Jossey-Bass Inc., Publishers
615 Montgomery Street
San Francisco, California 94111

MEDIA: Book

ORIENTATION:
Counseling Services
Adult Counseling
Counseling Programs
Counseling and Guidance
Pupil Personnel Services

SUBJECT CONTENT: Today, the college counselor and the whole counseling profession are undergoing a profound identity crisis. The counselor is torn between a traditional role that his training has prepared him for and a new one that takes him out of his counseling cubicle and into the hurly-burly of campus life. This book describes the current counseling crisis and argues that it must be resolved, not by retrenchment, but by change. The first step is for the counselor to modify his self-image as an isolated practitioner and to adopt a new model. The book is aimed at institutional administrators, counseling staffs, graduate faculties in counselor education and those preparing to enter professional counseling in an institutional setting.

COMMENT:

CLASSIFICATION

01.______ 02.______ 04.______

AUTHOR: Warnath, Charles F. and Associates

CORPORATE AUTHOR:

TITLE: New Directions For College Counselors

PRICE: $12.50 **DATE:** September, 1973 **PAGE(s)**

SOURCE: Jossey-Bass Inc., Publishers
615 Montgomery Street
San Francisco, California 94111

MEDIA: Book

ORIENTATION:

Adult Counseling	Educational Counseling
Counseling Services	Counseling Programs

SUBJECT CONTENT: This book depicts how and why counselors--if their profession is to survive--must become a vital part of their educational institutions. Counselors must be informed about faculty-student relationships, students' relationships with each other, the administrative structure of college institutions and operations of political forces within the institution, the problems faced by special groups such as women and Blacks within the college, trends in student body composition, and most other aspects of contemporary higher education.

COMMENT:

CLASSIFICATION

01. _____ 05. _____ 06. _____

____. _____ ____. _____ ____. _____

AUTHOR:

CORPORATE AUTHOR: University of Washington--College of Education

TITLE: TTT Counselor Education Project: Counselor Self-Renewal, The Washington Plan

PRICE: **DATE:** December, 1969 **PAGE(s)**

SOURCE: University of Washington
College of Education
Seattle, Washington 98195

MEDIA: Report

ORIENTATION:

Guidance Programs	Educational Strategies
Instructional Systems	Human Development
Social Responsibility	Manpower Utilization

SUBJECT CONTENT: The essence of the Washington counselor certification plan is the application of performance standards stated in terms of anticipated client outcomes. This is a departure from the assumption that accumulation of credits, degrees, and certificates indicates competence. Here competence must be demonstrated on the job to the satisfaction of colleagues and clients. This plan requires all counselors to develop a plan through their school district to assess themselves and meet the performance and standards of their plan. As a result, massive counselor self-renewal efforts are underway. Much of the motivation comes from the desire for self-improvement to meet challenging professional and societal changes; but the fact that all counselors must demonstrate their competencies by October, 1973, adds to the motivation for renewal. The TTT program is a special area within the Education Professions Development Act (EPDA) designed to improve the training of educational personnel. In training educational personnel, the law emphasizes cooperative effort of teachers (T), teacher trainers (TT) and the trainers of teacher trainers (TTT). Thus the TTT program in this project brings counseling practitioners, supervisors, college professors (including psychologists) together in joint educational efforts to improve counseling services.

CLASSIFICATION

01 . 02 02 . 02 03 .

04 .

AUTHOR: Wells, Jean A.

CORPORATE AUTHOR:

TITLE: Automation and Women Workers (ED 050 227)

PRICE: MF .65
HC $3.29 **DATE:** February, 1970 16 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA:

ORIENTATION:

Leisure	Working Women
Women's Education	Vocational Guidance
Vocational Education	Manpower Utilization

SUBJECT CONTENT: This study was to determine the effect of scientific and technological progress on the employment of women, and their working conditions. The Women's Bureau used available data from 1958-1968.

COMMENT: Appropriate for Women's Studies; Women in the Labor Market

CLASSIFICATION

01. ________ 02 . ________ 07. ________

____ . ________ ____ . ________ ____ . ________

AUTHOR: Whitfield, E. and A. Gustav (editors)

CORPORATE AUTHOR:

TITLE: Counseling Girls and Women over the Life Span

PRICE: DATE: 1972 PAGE(s)

SOURCE: National Vocational Guidance Association
Washington, D.C.

MEDIA: Book

ORIENTATION: Counselors
Human Development

SUBJECT CONTENT: Techniques, Resources, and Background Research.

COMMENT:

CLASSIFICATION

01 . ______ 06 . 06 ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Wysong, Eugene H.

CORPORATE AUTHOR:

TITLE: Evaluating Secondary School Guidance Programs: The Development and Validation of Instruments (Order No. 68,12-889)

PRICE: **DATE:** 1968 **PAGE(s)**

SOURCE: University Microfilms
300 North Zeeb Road
Ann Arbor, Michigan 48106

MEDIA: Dissertation

ORIENTATION:

Guidance Counseling	Counseling Effectiveness
Counseling Programs	Guidance Programs

SUBJECT CONTENT: This study was designed to develop, validate and cross-validate two measuring instruments, one for secondary school students and one for secondary school teachers. Two taxonomies of guidance objectives were developed and validated: two instruments were developed to measure the guidance objectives in the two taxonomies. The null hypothesis for cross-validation were rejected at both ninth and twelfth grades at the .0001 level of confidence.

COMMENT:

CLASSIFICATION

01 . 02 06 .

AUTHOR: Young, John E.

CORPORATE AUTHOR:

TITLE: Career Guidance Training (ED 066-671)

PRICE: MF .65
HC $6.58

DATE: 1971

126 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:
Training
Instructional Systems
Occupational Guidance

SUBJECT CONTENT: The 1972 Jet Propulsion Laboratory (JPL) Career Training Program was aimed at placing counselors in actual work situations (as new employees) to enable them to experience that which they must describe to students if they are to do an effective job in career counseling. The overall purpose was to give counselors or teachers and administrators an opportunity to learn about, participate in, and analyze a broad range of professional, technical, skilled, and semi-skilled occupations. This program will serve as a model by providing a documented experience to aid schools, business, industry, and professional organizations throughout the country in setting up similar career guidance training programs.

COMMENT:

CLASSIFICATION

01 . 02   04 . 01   04 . 03

AUTHOR: Zytowski, Donald G.

CORPORATE AUTHOR:

TITLE: "Psychological Influences on Vocational Development." Guidance Monograph Series IV: Career Information and Development

PRICE: **DATE:** 1970   99 **PAGE(s)**

SOURCE: Houghton-Mifflin Company
Boston, Massachusetts

MEDIA: Booklet

ORIENTATION:
Vocational Counseling
Career Development
Guidance Counseling

SUBJECT CONTENT: This unit is designed for the vocational counselor interested in the theory and psychology of occupational decision-making; counselor role and various other components of vocational development. A bibliography and index are included.

COMMENT:

CLASSIFICATION

01 . 02 04 .

AUTHOR: Zytowski, Donald G. (editor)

CORPORATE AUTHOR:

TITLE: Vocational Behavior

PRICE: **DATE:** 1968 486 **PAGE(s)**

SOURCE: Holt, Rinehart and Winston, Inc.
383 Madison Avenue
New York, N.Y. 10017

MEDIA: Book

ORIENTATION: Readings in theory and research
Vocational Counseling
Career Development

SUBJECT CONTENT: The meaning of work; the nature of occupations; a developmental concept of vocational behavior; the determinants of occupations and careers; occupational satisfaction, performance and adjustment.

COMMENT:

CLASSIFICATION

01 . ____ 02 . ____ 07 . ____

____ . ____ ____ . ____ ____ . ____

AUTHOR Zytowski, Donald G., M. Mason, W. Roche and A. Weissman

CORPORATE AUTHOR:

TITLE: "A Client's Needs in Cities and Suburbs." Guidance for Urban Disadvantaged Youth, E. C. Halberg (editor)

PRICE: DATE: 1971 6 PAGE(s)

SOURCE: American Personnel and Guidance Association
1607 New Hampshire Avenue
Washington, D.C. 20009

MEDIA: Book

ORIENTATION: Counselors
Counseling Goals

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

02. ________ 03. ________ 04. ________

___. ________ ___. ________ ___. ________

AUTHOR: Adkins, Winthrop R.

CORPORATE AUTHOR:

TITLE: "Life Skills Education for Adult Learners." *Adult Leadership*, Volume 22, No. 2

PRICE: **DATE:** June, 1973 7 **PAGE(s)**

SOURCE: Adult Education Association of the U.S.A.
810 - 18th Street, N.W.
Washington, D.C. 20006

MEDIA: Journal

ORIENTATION: Adult Development
Adult Counseling

SUBJECT CONTENT: Counseling Methods; Materials--Assisted Group Discussion; An Alternative Approach: The Adkins Life Skills Education Model; Deriving the Problem-Centered Life Skills, Syllabus; The Four-Stage Structured Inquiry Model and Its Development.

COMMENT:

CLASSIFICATION

02. ________ 03. ________ 04. ________

___. ________ ___. ________ ___. ________

AUTHOR: Adkins, Winthrop R.

CORPORATE AUTHOR:

TITLE: "Life Skills: Structured Counseling for the Disadvantaged."
The Personnel and Guidance Journal, Volume 49, No. 2

PRICE: **DATE:** 1970 9 **PAGE(s)**

SOURCE: American Personnel and Guidance Association
1607 New Hampshire Avenue
Washington, D.C. 20009

MEDIA: Journal

ORIENTATION: Adult Counseling
Career Development

SUBJECT CONTENT: Examination of the Life Skills Counseling program, a means of helping disadvantaged groups acquire the necessary knowledge, experience, and skill to cope effectively with the psychosocial aspects of personal development, parenthood and citizenship.

COMMENT:

CLASSIFICATION

02 . ________ 03 . ________ 07 . ________

___ . ________ ___ . ________ ___ . ________

AUTHOR:

CORPORATE AUTHOR: See Source

TITLE: Adult Education Clearinghouse Newsletter

PRICE: DATE: PAGE(s)

SOURCE: Adult Continuing Education Center
Montclair State College
Upper Montclair, N.J. 07043

MEDIA: Periodical (monthly)

ORIENTATION: Alerts adult educators to recently published articles of interest.
Adult Learning
Adult Counseling

SUBJECT CONTENT: Recently published articles; Adult Education Queries; forthcoming Abstracts, ABE Vacancy Roster.

COMMENT:

CLASSIFICATION

02 . ______ 04 . ______ 06 . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR:

CORPORATE AUTHOR:

TITLE: Adult Referral and Information Service in Education (ARISE). Final Report. (ED 061 479)

PRICE: MF .65
HC $9.87

DATE: 1970

211 PAGE(s)

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION: Adult Education, Counseling Services, Goal Orientation, Vocational Guidance, Program Evaluation

SUBJECT CONTENT: A project (ARISE) designed to provide information, referral and counseling on the available resources and services in Providence and in Rhode Island for youth and adult residents of the city of Providence is presented. Objectives include: (1) to help adults improve their self-understanding, verify their goals, make firm commitments to their objectives and grow through education; (2) assist clients to apply results of educational and/or vocational appraisal to selection of educational institutions and to planning of educational programs; (3) make referrals to continuing education programs; (4) initiate programs to prevent and help dropouts; and (5) establish a clearinghouse of information and publish an up-to-date annual ARISE Directory of adult education programs, cultural opportunities and guidance services.

COMMENT:

CLASSIFICATION

02 . ______ 07 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Allen, Robert A., Jr.

CORPORATE AUTHOR:

TITLE: Counseling for Lifelong Learning: Threat or Promise

PRICE: **DATE:** March 7, 1972 13 **PAGE(s)**

SOURCE: University School of Liberal & Applied Sciences
University of Rochester
Rochester, N.Y. 14627

MEDIA: Paper

ORIENTATION:

Career Change	Adult Counseling
Counseling Goals	Lifelong Learning.
Counseling Models	

SUBJECT CONTENT: The author discusses the role of a lifelong learning model for adult counseling. The essential imperatives of the model include: (1) eliminate educational deficiencies, (2) strengthen adult and continuing education efforts of community colleges, colleges, and universities, (3) provide adequate and appropriate opportunities in adult and continuing education for persons in low income groups, (4) increase public awareness of the need for lifelong learning, (5) achieve greater levels of federal support and cooperation.

COMMENT: This paper was presented at the American Association for Higher Education, 27th National Conference.

CLASSIFICATION

02 . ______ 03 . 01 ______ 07 . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Anderson, Darrell and John A. Niemi

CORPORATE AUTHOR:

TITLE: Adult Education and the Disadvantaged Adult

PRICE: MF .65 HC $3.29 **DATE:** November, 1970 96 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: Book

ORIENTATION:

Adult Counseling
Adult Development
Task Performance
Adult Basic Education
Competencies
Adult Learning
Career Planning
Career Education

SUBJECT CONTENT:

The concern of this study was to examine the role of education in altering the personal and social characteristics of disadvantaged adults. Data were collected through a review of the literature and have been limited mainly to research reports on remedial adult educational programs. Findings showed that the disadvantaged, who are hampered by psychological disabilities, have the lowest income, the largest families, the poorest education, the highest incidence of ill-health, the least chance of employment, and little promise of a better future. Largely because of discrimination, the poverty subculture is compelled to evolve its own way of life, and programs of change seem doomed if they adhere to established patterns of contact. These programs should cope with the fundamental problem of overcoming the resistance of the disadvantaged to education. The booklet includes an analysis of programs with an extensive bibliography.

COMMENT:

CLASSIFICATION

02. 07.

AUTHOR: Anderson, J. and W. Johnson

CORPORATE AUTHOR:

TITLE: "Stability and Change Among Three Generations of Mexican-Americans: Factors Affecting Achievement." American Educational Research Journal, Volume 8, No. 2

PRICE: **DATE:** March, 1971 23 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:

Adults	Adult Education
Human Development	Research Report
Counselors	

SUBJECT CONTENT: This study has attempted to identify unique characteristics of Mexican-American families that may affect the educational achievement of their children. Data were collected and analyzed for 263 high school students in the seventh to the twelfth grades in a Southwestern community. Results revealed that nine independent factors characterize the emphasis that parents place on education, the language used in the home, and the child's self-image and academic motivation. The results discussed the differences among Mexican-American families and other families included in the study.

COMMENT:

CLASSIFICATION

02 . 02 02 . 03 03 . 01

04 . 03 06 . 02 07 .

AUTHOR: Arnold, Walter M.

CORPORATE AUTHOR:

TITLE: "Educationally Deficient Adults --Their Education and Training Needs"

PRICE: $ .40 **DATE:** 1965 68 **PAGE(s)**

SOURCE: Information and Training Services
McGraw-Hill, Inc.
New York, N.Y.

MEDIA: Report

ORIENTATION:

Career Development	Adult Learning
Vocational Education	Career Planning
Adult Vocational Education	Career Education

SUBJECT CONTENT: The findings of a national survey are reported in this report. Guidelines to the problem of unskilled, undereducated, and unemployed adults are provided. Recommendations suggest the integration of basic literacy instruction with occupational skills in a single program.

COMMENT:

CLASSIFICATION

02. ______ 01. ______ ____.______

____.______ ____.______ ____.______

AUTHOR: Atkin, Jerry

CORPORATE AUTHOR:

TITLE: "Counseling in an Age of Crisis." The Personnel and Guidance Journal, Volume 50, No. 9

PRICE: DATE: May, 1972 6 PAGE(s)

SOURCE: American Personnel and Guidance Association
1607 New Hampshire Avenue,
Washington, D.C. 20009

MEDIA: Journal

ORIENTATION: Counselor
Social Changes

SUBJECT CONTENT: Action to survive; a revised approach to counseling; return counseling to the people; the counselor's role in communication and advocacy.

A counselor's personal descriptions of the major problems facing our society and alternative styles of counseling he offers.

COMMENT:

CLASSIFICATION

02. ______ 07. ______ ___. ______

___. ______ ___. ______ ___. ______

AUTHOR: Bardwick, Judith

CORPORATE AUTHOR:

TITLE: Psychology of Women: A Study of Biocultural Conflicts

PRICE: **DATE:** 1971 **PAGE(s)**

SOURCE: Harper and Row Publishers, Inc.
49 East 33rd Street
New York, N.Y. 10016

MEDIA: Book

ORIENTATION: Counselors
Human Development

SUBJECT CONTENT: Woman - Psychology
Bibliography

COMMENT:

CLASSIFICATION

02 . 01 03 . 02

AUTHOR: Barron, William E.

CORPORATE AUTHOR:

TITLE: Adult Basic Education In-Service Program for Teacher Awareness in Guidance and Counseling: Master Unit.

PRICE: **DATE:** 1971 **PAGE(s)**

SOURCE: University of Texas
Austin Extension Teaching and Field Service Bureau
Austin, Texas 78712

MEDIA: Booklet

ORIENTATION: Counseling Instructional Programs
Guidance Counseling
Adults

SUBJECT CONTENT: This booklet is one of five written and based upon an analysis of the guidance and counseling activities of a five-state area. It is a presentation and development of principle and techniques used in the fields of counseling and guidance. There is a recommended kit of audio-visual aids (overhead transparencies and cassette tapes). Questionnaires, cumulative folders, and teacher self-diagnostic test are included.

COMMENT:

CLASSIFICATION

02.____ 04.____ 03.01

AUTHOR: Barron, William E.

CORPORATE AUTHOR: University of Texas

TITLE: Counselor Orientation Package: Adult Basic Education In-Service Program Guidance and Counseling

PRICE: **DATE:** 1970 **PAGE(s)**

SOURCE:
University of Texas
Austin Extension Teaching and Field Service Bureau
Austin, Texas 78712

MEDIA: Multimedia: Tapes, films, instruction manuals

ORIENTATION:
- Adult Learning
- Adult Counseling
- Adult Basic Education
- Behavioral Objectives
- Career Education
- Systems Approach
- Human Development

SUBJECT CONTENT: This unit was developed as a training package for counselors or adult education instructors who are serving or anticipate serving in a guidance or counseling capacity in adult education programs. Instructions and demonstration exercises are provided for each section. The manual covers six units: (1) Introduction, (2) Function of the ABE Counselor, (3) Awareness, (4) Vocational Counseling, (5) Personal Counseling, (6) Educational Counseling

COMMENT:

CLASSIFICATION

02.01 03.01 07.

AUTHOR: Barron, William E.

CORPORATE AUTHOR:

TITLE: The Evaluation of Guidance Counseling Service in Office of Education, Region VI, and the Development of an Effective Guidance Counseling Program for ABE Students

PRICE: **DATE:** 1969-1971 1,180 **PAGE(s)**

SOURCE: University of Texas
Austin Extension Teaching and Field Service Bureau
Austin, Texas 78712

MEDIA: Book

ORIENTATION: Adult Counseling
Guidance Counseling

SUBJECT CONTENT: A series of reports documenting the progress of the federally-funded project (December, 1968 - July, 1971). An evaluation document with information on budgetary projections presented in phases. This Region includes projects in Arkansas, New Mexico, Louisiana, Oklahoma and Texas.

COMMENT:

CLASSIFICATION

02.01 03.01 07.

AUTHOR: Barron, William E.

CORPORATE AUTHOR:

TITLE: "The Evaluation of Guidance Counseling Service in Office of Education, Region VI, and the Development of an Effective Guidance Counseling Program for ABE Students." Phase II Report; Region VI

PRICE: **DATE:** 1969 216 **PAGE(s)**

SOURCE: University of Texas
Austin Extension Teaching and Field Service Bureau
Austin, Texas 78712

MEDIA: Report

ORIENTATION: Adult Counseling
Guidance Counseling

SUBJECT CONTENT: Each state in Region VI (Arkansas, New Mexico, Louisiana, Oklahoma and Texas) reported its accomplishments in their guidance program development projects. Sample titles of the main sections include:

Problems Encountered in ABE Projects Which Must Be Considered in Designing a Guidance and Counseling Program

Characteristics of Students

Definitions as Related to ABE Projects

Guidance and Counseling Functions

COMMENT: Reviewer found this report very relevant to Adult Career Education Counseling. Format is easy to follow and language is good.

CLASSIFICATION

02 . 01 03 . 01 07 .

AUTHOR: Barron, William E.

CORPORATE AUTHOR:

TITLE: "The Evaluation of Guidance Counseling Service in Office of Education, Region VI, and the Development of an Effective Guidance Counseling Program for ABE Students." Phase III Report; Fiscal Year 1971: Region VI

PRICE: **DATE:** 1971 224 **PAGE(s)**

SOURCE: University of Texas
Austin Extension Teaching and Field Service Bureau
Austin, Texas 78712

MEDIA: Report

ORIENTATION: Adult Counseling
Guidance Counseling

SUBJECT CONTENT: A final major report on the third year of Barron's Texas ABE Guidance Counseling Project. Assessments are provided on the national training workshops and the teacher-counselor training film. List of administrators and trainers participants and leaders are supplied in table form plus content evaluations. Appended is the trainer's manual designed to accompany the film.

COMMENT:

CLASSIFICATION

02 . 01 03 . 01 07 .

AUTHOR: Barron, William E.

CORPORATE AUTHOR:

TITLE: "The Evaluation of Guidance Counseling Service in Office of Education, Region VI, and the Development of an Effective Guidance Counseling Program for ABE Students." Region VI: Summary for Fiscal Year 1969; Forecast for Fiscal Year 1970

PRICE: **DATE:** 1969 94 **PAGE(s)**

SOURCE: University of Texas
Austin Extension Teaching and Field Service Bureau
Austin, Texas 78712

MEDIA: Report

ORIENTATION: Adult Counseling
Guidance Counseling

SUBJECT CONTENT: Evaluations and implications of the results comprise a major portion of this report (December, 1968 - June, 1969 and fiscal year 1970). The appendix includes student progress tables and biographical forms developed for students, teachers and administrators.

COMMENT:

CLASSIFICATION

02.01 03.01 07.

AUTHOR: Barron, William E.

CORPORATE AUTHOR:

TITLE: "The Evaluation of Guidance Counseling Service in Office Of Education , Region VI, and the Development of an Effective Guidance Counseling Program for ABE Students." Final Report: Fiscal Year 1970; Region VI

PRICE: **DATE:** 1970 527 **PAGE(s)**

SOURCE: University of Texas
Austin Extension Teaching and Field Service Bureau
Austin, Texas 78712

MEDIA: Report

ORIENTATION: Adult Counseling
Guidance Counseling

SUBJECT CONTENT: A fourth major report of the Evaluation of Guidance-Counseling Service...project; reports from the auditors and five State Directors are included. A summary of the impact of the Teacher Awareness Packet (training device) and a preliminary assessment of the Counselor Orientation Packet. Also included is a biographical data analysis of ABE students and staff and budget projections for fiscal year 1970.

COMMENT:

CLASSIFICATION

02 . ________ 03 . ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR: Berger, Leslie and Kenneth Johnson

CORPORATE AUTHOR:

TITLE: A Counseling Program for Socially and Economically Disadvantaged Evening College Students Who Leave School in Good Academic Standing (ED 014 090)

advantag

PRICE: MF .65
HC $3.29

DATE: December 15, 1966

38 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION: Adult Learner
Educational Counseling

SUBJECT CONTENT: An in-depth investigation of the reasons qualified low-income students in the evening division leave school while in good standing.

COMMENT:

CLASSIFICATION

02 .   03 .   07 . 01

AUTHOR: Betts, Lee John

CORPORATE AUTHOR:

TITLE: "The Vietnam Era Veteran." New Directions for Community Colleges: Understanding Diverse Students, Volume 1, No. 3

PRICE: **DATE:** Autumn, 1973   17 **PAGE(s)**

SOURCE: Jossey-Bass, Inc., Publishers
615 Montgomery Street
San Francisco, California 94111

MEDIA: Periodical (quarterly)

ORIENTATION:
Adult Learning
Young Adults
Pupil Personnel Services

SUBJECT CONTENT: Ways the Community College can respond effectively to the particular educational needs of Vietnam Veterans, taking into account recent federal legislation and existing veterans services. Guidelines for developing a veterans' program on the Community College.

COMMENT:

CLASSIFICATION

02 . ______ 03 . ______ 07 . ______

AUTHOR: Betz, R. and K. Engle and G. Mallinson

CORPORATE AUTHOR:

TITLE: "Perceptions of Non-College Bound, Vocationally Oriented High School Graduates." Personnel and Guidance Journal, Volume No. 47, No. 10

PRICE: **DATE:** 1969 7 **PAGE(s)**

SOURCE: American Personnel and Guidance Association
1607 New Hampshire Avenue
Washington, D. C. 20009

MEDIA: Journal

ORIENTATION: Counselors
Adult Learners

SUBJECT CONTENT: In-depth structured interviews of 309 high school graduates judged to be non-college-bound explored perceptions of their (a) educational experiences, (b) vocational experiences, (c) self-concepts, and (d) family relationships.

COMMENT:

CLASSIFICATION

02 . ______ 04 . ______ 01 . ______

__ . ______ __ . ______ __ . ______

AUTHOR: Borman, Christopher and Robert R. Reilley

CORPORATE AUTHOR:

TITLE: Vocational Guidance in the 70's. Proceedings of the Texas A and M University Vocational Guidance Conferences. (ED 056 933)

PRICE: MF .65
HC $6.58 **DATE:** 1971 184 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service n
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:
- Career Education
- Vocational Guidance
- Vocational Adjustment
- Vocational Education
- Counselor Acceptance
- Guidance Counseling

SUBJECT CONTENT: This primarily is a conference report on vocational guidance. The relationship between the vocational counselor and the traditional counseling programs in schools was discussed. Projections for the vocational guidance in the 70's were included, also.

COMMENT:

CLASSIFICATION

02 . ____ 07 . ____ ____ . ____

____ . ____ ____ . ____ ____ . ____

AUTHOR: Boyd, Betty and Mary E. Griffith

CORPORATE AUTHOR:

TITLE: "A Critical Professional Need: The Counselor for Women." Adult Leadership, Volume 22, No. 5

PRICE: **DATE:** November, 1973 3 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION: Adult Counseling Adult Learning
Career Planning Adult Development
Social Responsibility

SUBJECT CONTENT: The authors discuss the necessity of having trained counselors who understand the specific and unique needs of women. The counselor needs to be aware of the following competencies: (1) biological and psychological implications of the various stages in the life of a woman, (2) awareness of the various cultural and environmental determinants of the female personality and the conflicts these present, (3) awareness of the rapidly developing job possibilities for women and how these may provide horizontal or vertical job mobility, (4) uniqueness of female needs and responsibilities which interact with job performance, (5) awareness about womenpower needs and future projections, with coordination of these projections with the woman's past experiences and interests in order to direct attention to various "goodness of fit" relationships, (6) dual role of working women with family responsibilities and the manner in which these roles may conflict, (7) various agencies and institutions involved in improving conditions for working women which may provide assistance in certain circumstances, as well as with legislation affecting working women, (8) posess and employ empathy in conjunction with recognized counseling techniques to help the client maximize the various resources at her disposal toward a better adjustment in her particular problem situation.

CLASSIFICATION

02 . ______ 07 . ______ 03 . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Boyd, J.

CORPORATE AUTHOR:

TITLE: "Indian Students and Guidance." Guidance Monograph Series VI; Minority Groups and Guidance

PRICE: DATE: 1971 PAGE(s)

SOURCE: Houghton-Mifflin Company
2 Park Street
Boston, Massachusetts 02107

MEDIA: Monograph Series

ORIENTATION:
- Adult Learner
- Adult Counseling
- Human Development

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

02 . ____ 03 . 01 ____ . ____

____ . ____ ____ . ____ ____ . ____

AUTHOR: Brazziel, William F.

CORPORATE AUTHOR: Department of Education
University of Chicago

TITLE: Counseling Adults

PRICE: $2.00 **DATE:** March, 1970 7 **PAGE(s)**

SOURCE: U. S. Government Printing Office
Superintendent of Documents
Washington, D. C. 20402

MEDIA: Book

ORIENTATION: Adult Counseling Educational Strategies
Adult Basic Education Adult Vocational Education
Manpower Utilization Programs

SUBJECT CONTENT: This paper utilizes findings of research and experience relating to counseling needs which was completed in 1964 under a grant from the Office of Manpower, Automation and Training (OMAT) of the U. S. Department of Labor. The paper is divided into four parts: (1) A definition and brief history of the problem; (2) Indications of counseling needs; (3) Counseling and guidance procedures which have been used; (4) Implications. One of the major implications of the study was the fact that much basic and action research is needed in the area of adult counseling. ABE programs need to develop a systems approach for adult counseling and guidance programs.

COMMENT:

300

CLASSIFICATION

02 . ______ 02 . 02 07 . 03

____ . ______ ____ . ______ ____ . ______

AUTHOR: Britton, Jean O.

CORPORATE AUTHOR:

TITLE: " Training and Counseling of the Older Worker." *Journal Employment Counseling*, Volume 7, No. 4

PRICE: **DATE:** December, 1970 4 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:
Adult Counseling
Older Adults
Manpower Utilization Program

SUBJECT CONTENT: Problems of training, retraining, and counseling older workers are examined in terms of some of their characteristics, such as slower worker habits, decreased physical strength, adaptability, and lack of self-confidence. Ways to compensate for possible handicaps through training and counseling are suggested.

COMMENT:

CLASSIFICATION

02 . ______ 06 . 06 ______ . ______

______ . ______ ______ . ______ ______ . ______

AUTHOR:

CORPORATE AUTHOR: California Test Bureau

TITLE: Tests of Adult Basic Education Levels M and D With Examiner's Manuals (In Seven Parts)

PRICE: **DATE:** 1967 **PAGE(s)**

SOURCE: California Test Bureau
McGraw Hill
Monterey, California

MEDIA: Test Booklets

ORIENTATION: Testing
Assessment
Adult Basic Education

SUBJECT CONTENT: The Tests of Adult Basic Education are a complete system for testing achievement of adults, based on two levels of the California Achievement Tests (M and D) and a planned third lower level. Level M (Medium) is an adaptation of the Elementary Level and Level D (Difficult) an adaptation of the Junior High Level. Item revisions were made as needed to fit the maturity status of adults. There are six tests in the major skill areas of reading, language, and arithmetic. The examiner's manuals include instructions for administering and scoring the tests and also tabulations of grade place norms.

COMMENT:

CLASSIFICATION

02 . 01   06 . 02   ___ . _____

___ . _____   ___ . _____   ___ . _____

AUTHOR: Caravan, Guy

CORPORATE AUTHOR:

TITLE: Ain't You Got a Right to the Tree of Life

PRICE: **DATE:** 1967   191 **PAGE(s)**

SOURCE: Simon and Schuster
Rockefeller Center
New York, N.Y. 10020

MEDIA: Book

ORIENTATION:
Adult Counseling
Adult Learning
Manpower Utilization
Social Responsibility
Intellectual Development

SUBJECT CONTENT: The people of Johns Island, South Carolina--Their faces, their words and their songs.

COMMENT:

CLASSIFICATION

02 . ______ 01 . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Carey, Albert L.

CORPORATE AUTHOR:

TITLE: "Accountability for School Counselors." The School Counselor

PRICE: **DATE:** May, 1971 7 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:	Counselors Guidance Counseling	Counseling Effectiveness Counseling Programs

SUBJECT CONTENT: This author states how school counseling and accountability can relate. Some of his suggestions include: (1) Increased self-determination in professional role and identity, (2) Increased unity between and among various professional fields of counseling, (3) Profession-wide guidelines of accreditation and certification based on qualitative, as well as quantitative, measures.

COMMENT: Good suggestions, but it's interesting that improving the quality of service to clients appears to be of a low priority.

CLASSIFICATION

02 . ________ 03 . ________ 04 . ________

07 . ________ ____ . ________ ____ . ________

AUTHOR: Casse, Robert M., Ralph Wahrer and Jim Rogers

CORPORATE AUTHOR:

TITLE: "Adult Drug Education in a Community College." Adult Leadership, Volume 21, No. 1

PRICE: **DATE:** May, 1972 2 **PAGE(s)**

SOURCE: Adult Education Association of the U. S. A.
810 - 18th Street, N.W.
Washington, D. C. 20006

MEDIA: Journal

ORIENTATION: One response of a community college to a need of its community: the need for drug education.
Community Service Adult Development

SUBJECT CONTENT: The community college and its role; the program and its objectives; curriculum; drugs and drug education.

COMMENT:

CLASSIFICATION

02. 07.

AUTHOR: Caughlan, James C. and Daniel W. Fullmer

CORPORATE AUTHOR:

TITLE: "Developing a Counseling Center for Adults." Adult Leadership, Volume X

PRICE:

DATE: 1960

5 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:

Adult Counseling
Social Responsibility
Counseling Program
Community Services
Pupil Personnel Services

SUBJECT CONTENT: This study dealt with the establishment of a counseling center for the Portland Extension Center student body. The survey revealed that over 50% of students enrolled were interested in some phase of services which could be made available through a counseling center for adults. The services included: (1) vocational counseling, (2) personal health and hygiene, (3) dissatisfaction with present role in society, (4) educational counseling, (5) personal counseling.

COMMENT:

CLASSIFICATION

02 .

06 .

AUTHOR: Clifford, Earle W., Richard W. Cast, Karl E. Metzger, Jr. (editors)

CORPORATE AUTHOR:

TITLE: A Decade of Development: The Best of Ten Years. An Anniversary Publication of Selected Papers

PRICE:

DATE: 1973

53 **PAGE(s)**

SOURCE: Adult Student Personnel Association, Inc.
University of Rochester
Rochester, N.Y. 14627

MEDIA: Papers

ORIENTATION: Adult Students; Adult Counseling; Community College; Personnel Administration

SUBJECT CONTENT: This document contains the selected papers on the subject of adult counseling during the past 10 years. Papers presented cover the following topics: (1) Financial aid, (2) Adult transfer student, (3) Research projects for student personnel workers, (4) Legal responsibilities of Student Personnel Administrators, (5) Community College and the Adult in the Seventies, (6) Counseling the Adult Student, (7) Counseling patterns with Puerto Ricans.

COMMENT:

CLASSIFICATION

02 . ______ ____ . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Collins, Charles

CORPORATE AUTHOR:

TITLE: "Junior College Counseling: A Critical View." The Personnel and Guidance Journal, Volume 43

PRICE: **DATE:** 1965 5 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:

Adult Counseling	Pupil Personnel Services
Counseling and Guidance	Counseling Effectiveness
Guidance Programs	

SUBJECT CONTENT: Collins discusses the state of counseling in the junior college setting. He discusses the term "value analysis" which he defines as the act of helping the counselee to reflect, recognize, and clarify his basic value system. If a counselor is going to be a catalyst to value analysis, he must radiate approachability, acceptance, must have a certain urbanity and detachment, and must have a tough logical mind; otherwise he simply joins the student in beating his way around in chaos.

COMMENT:

CLASSIFICATION

02 . ______ 04 . ______ 01 . ______

AUTHOR:

CORPORATE AUTHOR: Connecticut State Department of Education

TITLE: Vocational Career Guide for Connecticut: A Comprehensive Inventory of Post-Secondary Vocational Preparation Programs in Connecticut. ARM Volume 6, No. 1. (ED 010 816/VT 016 348)

PRICE: MF .65
HC $3.29
DATE: February, 1972
23 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION: Vocational Guidance
Career Education

SUBJECT CONTENT: Career Guide is designed to assist Connecticut students and guidance counselors in learning about the schools and their programs that provide formal education for occupations

A Comprehensive Inventory of Post-Secondary Vocational Preparation Programs in Connecticut.

COMMENT:

CLASSIFICATION

02.______ 07.______ ___.______

___.______ ___.______ ___.______

AUTHOR: Conroy, Martin and Ernest Oho

CORPORATE AUTHOR:

TITLE: "The School Drop-Out: A Statistic Becomes a Person." Adult Leadership, Volume 19, No. 3

PRICE: **DATE:** September, 1970 4 **PAGE(s)**

SOURCE:

MEDIA: Journal Article

ORIENTATION:

Adult Development	Social Services
Instructional Systems	Adult Learning

Adult Counseling and Guidance

SUBJECT CONTENT: The author discusses the relationship of adult counseling and guidance programs relative to the school drop-out. There are many statistics on the school drop-out-achievement, ability, socio-economic background-but the most important fact about the drop-out is that this is a person. The author discusses the people graduating from the Division of Adult Education of the Los Angeles City Unified School District.

COMMENT:

CLASSIFICATION

02 . ________ 03 . ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR: Dutton, M. Donnie and Don F. Seaman and Curtis Ulmer

CORPORATE AUTHOR:

TITLE: Understanding Group Dynamics in Adult Education

PRICE: **DATE:** 1972 64 **PAGE(s)**

SOURCE: Prentice-Hall Inc.
Englewood Cliffs, New Jersey

MEDIA: Booklet

ORIENTATION:

Group Dynamics	Adult Learning
Adult Counseling	Human Development
Adult Development	Social Responsibility
Developmental Tasks	

SUBJECT CONTENT: The booklet addresses itself to the role of group dynamics in Adult Education. The authors discuss the various approaches used in group dynamics with specific outcomes specified. They discuss the characteristics of groups and the interaction processes involved in group dynamics. Three specific techniques which are discussed include: (1) t-groups; (2) transactional analysis; (3) task oriented groups. The booklet is divided into the following sections: (1) introduction; (2) basic types of groups; (3) functions of groups; (4) principles of group dynamics; (5) forces which cause individual's behavior in group dynamics; (6) group leadership approaches; (7) desirable qualities of a dynamic group leader; (8) leadership activities; (9) special problems of leadership; (10) problems with individuals; (11) problems with the group; (12) selected references.

COMMENT:

CLASSIFICATION

02 . ______ 04 . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Eason, Jean

CORPORATE AUTHOR:

TITLE: "Life Style Counseling For A Reluctant Leisure Career."
Personnel and Guidance Journal, Volume 51, No. 2

PRICE: **DATE:** October, 1972 8 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION: Caree Career Planning Counseling Theories
Human Development Vocational Counseling

SUBJECT CONTENT: The author suggests that mature women seek life styles that can provide integration, structure, meaning, and the opportunity for growth and creativity. Traditional career theories don't fit, but a life style counseling concept does.

COMMENT:

CLASSIFICATION

02 . ______ 06 . 06 ______ ____ . ______

AUTHOR:

CORPORATE AUTHOR: Eastern Wyoming College
Torrington, Wyoming

TITLE: Adult Basic Counseling and Testing Programs: Pilot Project Evaluation Report. (ED 030 060)

PRICE: MF .65
HC $3.29

DATE: 1969

47 PAGE(s)

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION: Adult Counseling
Testing and Assessment
Disadvantaged Adult
Adult Basic Education

SUBJECT CONTENT: Undertaken by Eastern Wyoming College, this pilot program of adult basic counseling and testing sought to stimulate the enrollment of school drop-outs in adult basic education courses, help enrollees discover their potential and aid them in their personal and social adjustment. Student interviews and a definite enrollment increase, with fewer drop-outs and a higher percentage of General Educational Development test completions, gave evidence that the project had achieved many of its objectives.

COMMENT:

CLASSIFICATION

02 . ______ ___ . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Erickson, Mildred B.

CORPORATE AUTHOR:

TITLE: Counseling Needs of Adult Students
(ED 039 569)

PRICE: MF .65
HC $3.29

DATE: 1970

7 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:
Adult Counseling
Higher Education
Task Performance

SUBJECT CONTENT: This study was undertaken to determine the needs of adults who had decided to return to school for higher education, the basic hypothesis being that their needs (which are different from those of younger students) were not being met. Needs listed include: (1) special academic advisement and financial aids, (2) an adult center, (3) scholarships program, (4) opportunity for a testing program, (5) special housing provisions, (6) special orientation procedures, (7) improved enrollment and registration procedures, (8) more night class offerings, (9) changes in curriculum, required courses, grading and evaluation.

COMMENT: Paper presented at American Personnel and Guidance Association Convention, New Orleans, Louisiana, March 23-26, 1970.

CLASSIFICATION

02 . ______ 03 . ______ 07 . ______

AUTHOR: Eyde, Lorraine D.

CORPORATE AUTHOR:

TITLE: "Eliminating Barriers to Career Development of Women."
The Personnel and Guidance Journal, Volume 49, No. 1

PRICE: DATE: September, 1970 5 PAGE(s)

SOURCE: American Personnel and Guidance Association
1607 New Hampshire Avenue
Washington, D.C. 20009

MEDIA: Journal

ORIENTATION: Article addresses sex-role stereotypes counselors and clinicians, as a group, have been known to hold. Women's Education

SUBJECT CONTENT: Guidance needed, sex-role bias, vocational counseling need.

COMMENT:

CLASSIFICATION

02 . ________ 05 . ________ 06 . ________

AUTHOR: Eyster, George W.

CORPORATE AUTHOR:

TITLE: Final Evaluation of Virginia State Module: A Component of the Appalachian Adult Basic Education Demonstration Center; Project Number EG-2-7-005077-5077-6 (324)

PRICE: **DATE:** June 15, 1970 49 **PAGE(s)**

SOURCE: Morehead State University
Morehead, Kentucky

MEDIA: Report

ORIENTATION:
Counselor Aide
Adult Counseling
Adult Basic Education
Evaluations

SUBJECT CONTENT: The Counselor-Aide Program is implemented by paraprofessionals working cooperatively with a certified counselor, in an effort to raise the economic level of the adults in Carroll County, Virginia, through an improvement in the educational level of achievement. The Counselor-Aides feel that they have been reasonably successful in meeting the objectives as stated. Approximately 800 contacts have been made since September 1, 1969, including new contacts and follow-ups. Several have returned to Adult Basic Education classes; others have expressed a desire to enroll when classes resume in the fall of 1970; and still others have since earned the high school equivalency certificate.

COMMENT:

CLASSIFICATION

02. ______ 03. ______ 07. ______

____.______ ____.______ ____.______

AUTHOR: Farmer, Helen S.

CORPORATE AUTHOR:

TITLE: "Helping Women to Resolve the Home-Career Conflict."
The Personnel and Guidance Journal, Volume 49, No. 10

PRICE: **DATE:** June, 1971 6 **PAGE(s)**

SOURCE: American Personnel and Guidance Association
1607 New Hampshire Avenue
Washington, D.C. 20009

MEDIA: Journal

ORIENTATION:

Housewives	Human Development
Working Women	Manpower Utilization

SUBJECT CONTENT: Counselors can no longer dodge the special demands of vocational decision-making with women by being either biased or unrealistic.

Women in the Labor Force; Why Women Work; Vocational Choice for Girls; Uncertainty in Planning; Women's Perceptions of the Career Role; Home-Career Conflict and Social Role; Social Myths Affect Career Choice; School Counselors and the Home/Career Conflict.

COMMENT:

CLASSIFICATION

02. 07.

AUTHOR: Farmer, Martha L.

CORPORATE AUTHOR:

TITLE: Counseling Services for Adults in Higher Education

PRICE: **DATE:** 1971 172 **PAGE(s)**

SOURCE: The Scarecrow Press, Inc.
Metuchen, N. J.

MEDIA: Book

ORIENTATION: Presentation of a variety of essays dealing with different kinds of counseling for adults in higher education.
Adult Counseling

SUBJECT CONTENT: Nature of adult students and the scope of counseling services; counseling adults with educational problems; vocational counseling; short- and long-term counseling; graduate counseling; financial aid counseling; legal counseling; psychological counseling; extra curricular activities counseling; counseling minority group adults; white students in a black college; counseling inner-city adults.

COMMENT:

CLASSIFICATION

02 . 04 . 03 .

AUTHOR: Feingold, Norman S.

CORPORATE AUTHOR:

TITLE: B'nai B'rith Career and Counseling Services Guidance Kit

PRICE: **DATE:** **PAGE(s)**

SOURCE: B'nai B'rith Career and Counseling Services
1640 Rhode Island Avenue N.W.
Washington, D.C. 20036

MEDIA: Program

ORIENTATION: Career Counseling

SUBJECT CONTENT: Contains: every publication listed in the BBCCS catalog; one year subscription to Counselor's Information Service, a quarterly annotated bibliography of current literature in the fields of education and vocational guidance; a "starter" file of free occupational literature and over 72 other items. Kits may be ordered through the national office at the address given above.

COMMENT:

CLASSIFICATION

02 . ____________ 03 . ____________ 04 . ____________

____ . ____________ ____ . ____________ ____ . ____________

AUTHOR: Ferver, Jack C.

CORPORATE AUTHOR:

TITLE: "Career Education and the Adult Educator." Adult Leadership, Volume 21, No. 5

PRICE: **DATE:** November, 1972 4 **PAGE(s)**

SOURCE:
Adult Education Association of the U.S.A.
810 - 18th Street, N.W.
Washington, D.C. 20006

MEDIA: Journal

ORIENTATION:
Career Education and Adult Educators
Adult Development
Career Education

SUBJECT CONTENT: A Report of the Adult Education Summer Conference at the University of Wisconsin, Madison, June 22-23, 1972

COMMENT:

320

CLASSIFICATION

02.01 06.02

AUTHOR: Frobenius, Leo

CORPORATE AUTHOR:

TITLE: African Genesis

PRICE: DATE: 1970 PAGE(s)

SOURCE:

MEDIA: Book

ORIENTATION: Adult Counseling Adult Learning
Social Responsibility Intellectual Development
Manpower Utilization

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

02 . ________ 03 . ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR: Grabowski, Stanley M.

CORPORATE AUTHOR:

TITLE: "Counseling Disadvantaged Adults." Continuing Education for Adults, ERIC /AE No. 165

PRICE: **DATE:** October, 1971 3 **PAGE(s)**

SOURCE: University College, Syracuse University
610 East Fayette Street
Syracuse, New York 13202

MEDIA: Journal

ORIENTATION:

Adult Counseling	Disadvantaged Adults
Adult Learning	Curriculum Development

SUBJECT CONTENT: The author discusses the psychological-sociological factors associated with the disadvantaged adult and the different techniques that counselors can use to work with them. He feels that disadvantaged adults need to communicate with counselors who understand their situation and can realistically communicate with them.

COMMENT:

CLASSIFICATION

02 . ____ 03 . ____ ____ . ____

____ . ____ ____ . ____ ____ . ____

AUTHOR: Griswald, Kenneth W.

CORPORATE AUTHOR:

TITLE: "Counseling With Adult Students." Adult Leadership, Volume 20

PRICE: **DATE:** September, 1971 2 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:

Adult Counseling	Adult Development
Counseling Services	Career Development
Adult Learning	Educational Strategies

SUBJECT CONTENT: Griswald discussed the importance of the counselor being aware of the individual needs of adults. Basically he reports the idea that when adults talk out their future vocational and/or educational goals, they bring with them a number of concerns, anxieties, and frustrations that must be resolved before effective learning can take place. The needs of the adults are different from those of the younger student. They desparately need someone to talk to, someone who can accept their fears and uncertainties without condemnation and can counsel and guide them to realistic decisions contingent upon the individual's own perception of the situation.

COMMENT:

CLASSIFICATION

02 . ______ 07 . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Hackney, Harold

CORPORATE AUTHOR:

TITLE: "The Involuntary Client." Journal of Employment Counseling, Volume 9, No. 4

PRICE: **DATE:** December, 1972 7 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:

Counseling
Counseling Effectiveness
Occupational Guidance

SUBJECT CONTENT: The involuntary client is a frequently encountered problem in employment counseling and other social agency counseling. Possible reasons for his recalcitrance are examined and their implications for the counseling relationship are discussed.

COMMENT:

CLASSIFICATION

02 . ____ 05 . ____ 06 . ____

____ . ____ ____ . ____ ____ . ____

AUTHOR: Harrison, Roger

CORPORATE AUTHOR:

TITLE: Problems in the Design and Interpretation of Research on Human Relations Training. (ED 014 015)

PRICE: MF .65
HC $3.29

DATE: 1967

10 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:	Social Services	Human Development
	Training	Human Relations

SUBJECT CONTENT: Written to provide investigators or administrators with a review of the problems of planning, conducting, or interpretating studies in human relations training, this paper discussed research problems and ways to overcome them. Problems of selection of control groups, temporal change, design restrictions in observation of experimental outcome, timing of data collection, experimenter-participant relationships in laboratory settings, and statistical measurement are reviewed.

COMMENT:

CLASSIFICATION

02 . ______ 03 . ______ 06 . 02

__ . ______ __ . ______ __ . ______

AUTHOR: Hartig, Marvin C.

CORPORATE AUTHOR:

TITLE: An Analysis of Selected Factors of Interruption or Persistency in Attendance in the Community College at Evansville College

PRICE: DATE: 1962 PAGE(s)

SOURCE: Unpublished doctoral dissertation, Indiana University (AC #001896)

MEDIA: Dissertation

ORIENTATION:

Student Personnel Programs	Adult Development
Research Report	Community College
Adult Counseling	Adult Learning

SUBJECT CONTENT: Hartig investigated the reasons for the great amount of student turnover in the community college at Evansville College and sought ways to reduce it. The results revealed: (1) 40% did not return after a term due to work conflict and lack of time, but also because objectives were not met; (2) students who persisted in attendance sought degrees and received more financial assistance and guidance. It was concluded that the great turnover in evening colleges is partially due to students meeting short term objectives. Those who persist in attendance have: (1) more clearly defined objectives; (2) earn better grades, and (3) are most frequently married. Counseling services for part-time evening students are desirable to help eliminate student turnover.

COMMENT:

CLASSIFICATION

02.______ ____.______ ____.______

____.______ ____.______ ____.______

AUTHOR: Hartwig, John E.

CORPORATE AUTHOR:

TITLE: An Investigation of Adult Counseling and Guidance Programs in the Nineteen Public Community Junior Colleges in the State of Kansas

PRICE: **DATE:** 1973 278 **PAGE(s)**

SOURCE: Kansas State University
College of Education
Manhattan, Kansas

MEDIA: Dissertation

ORIENTATION: Survey of Community College Guidance and Counseling Programs in Kansas
Adult Counseling

SUBJECT CONTENT: Review of Literature; Research Procedures and Data; Analysis and Discussion; Summary; Bibliography

COMMENT:

CLASSIFICATION

02 . ______ 03 . ______ 04 . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Hawley, P.

CORPORATE AUTHOR:

TITLE: "Changing Sex Roles and the Counselor." California Personnel and Guidance Association Journal, Volume 48

PRICE: **DATE:** 1970 8 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION: Counselors
Social Change

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

02 . 01   07 .   .

 .   .   .

AUTHOR: Hillman, Bill W. and Ted Perry

CORPORATE AUTHOR:

TITLE: The Parent-Teacher Education Center: Evaluation of a Program for Improving Family Relations

PRICE: **DATE:**   16 **PAGE(s)**

SOURCE: Dr. Bill W. Hillman
7061 E. Soyaluna Place
Tucson, Arizona 85715

MEDIA: Paper

ORIENTATION: Family Counseling

SUBJECT CONTENT: Description and evaluation of a Parent-Teacher Education Center based on an Education Model of family counseling and family living. The evaluation results indicate that participants in the program experienced positive attitudinal changes in their adult-child relationships and perceived positive behavioral changes in the children about whom they were most concerned.

COMMENT:

CLASSIFICATION

02 . ____ 03 . ____ 07 . ____

AUTHOR: Hirsch, Harold

CORPORATE AUTHOR:

TITLE: "Counseling the Adult Student." Adult Student Personnel Association, Inc. (ED 025 791)

PRICE: **DATE:** **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland

MEDIA: ERIC

ORIENTATION: Adult Counseling
Adult Learner

SUBJECT CONTENT: Hirsch discusses the importance of counseling and guidance services being an integral part of an adult education program. He discusses the importance of career goals and total life planning as being one of the major goals of the adult counselor.

COMMENT: Convention Proceedings, Sixth Annual Convention, Monticello, New York, March 1-3, 1968

CLASSIFICATION

02.____ 05.____ ____.____

____.____ ____.____ ____.____

AUTHOR: Hudson, Henry

CORPORATE AUTHOR:

TITLE: Guidance Needs of Adult Students With Implications for an Adult Education Guidance Program

PRICE: **DATE:** August, 1972 **PAGE(s)**

SOURCE: School of Education
University of Southern California
Los Angeles, California

MEDIA: Dissertation

ORIENTATION:

Adult Counseling	Counseling Goals
Counseling Programs	Adult Learning
Adults	Educational Counseling

SUBJECT CONTENT: The purpose of this study was to assist in the formulation of guidelines for the development of an effective adult continuing education guidance program based on an investigation of the guidance needs of adult students and an evaluation of present provisions for meeting such needs. The following are recommendations from the study: (1) adult schools should intensify their efforts to build guidance services on a foundation of student needs; (2) greater emphasis should be placed on personal growth and development opportunities in adult continuing education; (3) staffing of adult school guidance services should be differentiated on the basis of the types of students to be served; (4) one of the basic institutional functions of continuing adult education should be the guidance function; (5) goals and objectives of adult education guidance programs, now expressed in lofty, ambigious language, should be stated in behavioral form and based on student perceived needs; (6) vocational guidance services should be strengthened at community adult schools; (7) the breadth of expressed guidance needs by adult students suggests that guidance services should be viewed in broad perspective, with counseling activities by one aspect of a wide range of guidance services.

CLASSIFICATION

02 . ______ 05 . ______ 06 . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Hunt, J.G.

CORPORATE AUTHOR:

TITLE: "Another Look At Human Relations Training, Leadership Style, and Increased Productivity." Training and Development Journal, Volume 22, No. 2

PRICE: DATE: February, 1968 9 PAGE(s)

SOURCE:

MEDIA: Journal

ORIENTATION: Social Services Human Development
Training Human Relations

SUBJECT CONTENT: Research in leadership training and its relationship to increasing the productivity of a firm is discussed. Studies in human relations training reveal that supervisory behavior can be changed, and that there is a lack of careful measurement of productivity and a need for careful training evaluation.

COMMENT:

CLASSIFICATION

02 .
03 .

AUTHOR: Hurlbut, Edward V.

CORPORATE AUTHOR:

TITLE: "Adult Teachers Are Counselors." Adult Leadership, Volume 10

PRICE:

DATE: 1962

2 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:

Adult Learner
Adult Counseling
Adult Development
Social Responsibility
Adult Basic Education

SUBJECT CONTENT: Hurlbut discusses the role of the adult teacher as a counselor. He specifically mentions the fact that there are many things that a teacher can do in a guidance role and not be a fully certified counselor. Such things as (1) effective communication, (2) establishing rapport, (3) knowing community resource agencies, and (4) recognition of problem behaviors in the classroom.

COMMENT:

CLASSIFICATION

02 . ______ 03 . ______ 06 . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR:

CORPORATE AUTHOR: Hutchinson Community Junior College

TITLE: "Institute for Counselors of Adults." Region VII Staff Development Project

PRICE: **DATE:** July 19-21, 1972 **PAGE(s)**

SOURCE: Hutchinson Community Junior College
Hutchinson, Kansas

MEDIA: Report

ORIENTATION:
Adult Counseling
Adult Learning
Adult Development
Counseling Instructional Systems
Student Personnel Programs
Change Agentry
Community Services

SUBJECT CONTENT: This was the first conference held in Kansas specifically addressing itself to the role and scope of adult counseling and guidance programs in adult education settings. The conference identified the following role, scope, and priority components for adult counselors: (1) counselor is a social behavioral engineer; (2) adult counselor's role implies different approaches, funtions, and goals, as opposed to the secondary school counselor; (3) help students establish short and long range goals; (4) conducts follow-up studies; (5) develop concept of total career development program; (6) advisory person to administration in areas of curriculum and budget; (7) master community directory of referral services; (8) coordination between teachers, administrators, and students; (9) retention of students; (10) develop assessment program; (11) involved in community development and interaction; and (12) research and experimentation activities.

COMMENT:

CLASSIFICATION

02.　　03.　　06.

AUTHOR:

CORPORATE AUTHOR:

TITLE: Institute for Counselors of Adults

PRICE:　**DATE:** May 29, 30, 31, 1973　**PAGE(s)**

SOURCE: Witchita Area Vocational-Technical Institute
Wichita, Kansas

MEDIA: Project

ORIENTATION:

Adult Counseling
Career Education
Adult Learning
Interagency Approach
Community Services
Systems Approach
Counseling Instructional Program

SUBJECT CONTENT: The second in a series of workshops held in Kansas relative to adult counseling and guidance programs. The theme of the conference emphasizes "Adult Counseling: An Interagency Approach". Conference participants discuss the role and scope of adult counseling as it relates to the community, resources within the community, interagency cooperation, transactional analysis techniques, family counseling, and relevancy of counseling to adult education programs. Resource persons from different community agencies were invited to participate in the conference to explain their roles in working with the adult student in different educational, vocational, and personal-social situations and settings.

COMMENT: Region VII Staff Development Project

CLASSIFICATION

02 .

AUTHOR: Jackard, Charles Roy, Jr.

CORPORATE AUTHOR:

TITLE: "Adult Counselors and Counselors in the Community College."
Adult Leadership, Volume 21, No. 9

PRICE: **DATE:** March, 1973 2 **PAGE(s)**

SOURCE: Adult Education Association of the U.S.A.
810 - 18th St., N.W.
Washington, D.C. 20006

MEDIA: Journal

ORIENTATION: Article based on research obtained from dissertation by author concerning Adult Counselors.
Counseling Instructional Systems

SUBJECT CONTENT: Adult Counseling; Some Necessary Requirements for Competent Counselors, Conclusions and Recommendations of Study Concerning Guidance Counselors in the Community College.

COMMENT:

CLASSIFICATION

02 . ______ 03 . 01 ______ 06 . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Jessee, B.E. and Elvin Long (editors)

CORPORATE AUTHOR:

TITLE: Counseling in Adult Basic Education

PRICE: **DATE:** 1973 46 **PAGE(s)**

SOURCE: University of Missouri
Kansas City, Missouri

MEDIA: Book

ORIENTATION:

Adult Basic Education	Adult Counseling
Educational Strategies	Counseling Goals

SUBJECT CONTENT: The handbook is intended to assist Adult Basic Education Staff members to increase their counseling effectiveness. The book is divided into the following sections: (1) introduction, (2) know yourself, (3) know your community, (4) know the team, (5) know your student, (6) helping students, (7) follow-up, (8) afterword. The book contains many practical suggestions relative to counseling the ABE student.

COMMENT:

CLASSIFICATION

02 . ______ 03 . ______ 07 . ______

AUTHOR: Kaback, Goldie R.

CORPORATE AUTHOR:

TITLE: "Counseling: The Counselor Vis-A-Vis the Counselee." American College Personnel Association: College Personnel Services for the Adult (ED 021 287)

PRICE: **DATE:** 1968 **PAGE(s)**

SOURCE:

MEDIA: ERIC

ORIENTATION:

Counselors	Adult Learner
Counseling Effectiveness	Pupil Personnel Services

SUBJECT CONTENT: Kaback discusses the fact that too little time has been spent on developing a philosophy of counseling for the adult student. Adult counseling today operates according to a philosophy of expediency. Counselors frequently counsel and give advice without stopping to question the impact that they are making on the counselees and fewer still, perhaps realize how their personal sense of values and attitudes affect the lives of the counselees.

COMMENT: Proceedings of a Pre-Convention Workshop Prior to the American Personnel and Guidance Association Convention, Detroit, Michigan, April, 1968.

CLASSIFICATION

02 . ________ ___ . ________ ___ . ________

___ . ________ ___ . ________ ___ . ________

AUTHOR: Kaback, Goldie R.

CORPORATE AUTHOR:

TITLE: Implications for Counseling the Adult

PRICE: **DATE:** 1968 4 **PAGE(s)**

SOURCE:

MEDIA: Paper

ORIENTATION:

Adult Counseling
Guidance Counseling
Counseling Theories
Counselor Acceptance
Human Development

SUBJECT CONTENT: This paper was presented at the proceedings of the 6th Annual Convention, March 1-3, 1968. The paper is based upon the assumption that the counseling process and its aims are grounded in the counselors own concept of self and his notion of the nature of man. "Adult Counseling" was defined as "a systematic exploration of self and/or environment by a client with the aid of a counselor to clarify self-understanding and/or environmental alternatives so that behavior modifications or decisions are made on the basis of greater cognitive and affective understanding."

COMMENT: A good overview of what counseling should be: stress is on the humane approach, and the adult as an independent, responsible person.

CLASSIFICATION

02 . ____ 03 . ____ 06 . ____

____ . ____ ____ . ____ ____ . ____

AUTHOR: Kaple, Donald J. and Marion Keeler Kaple

CORPORATE AUTHOR:

TITLE: Special Counseling for the Disadvantaged Adult

PRICE: **DATE:** 1971 **PAGE(s)**

SOURCE: Prentice-Hall, Inc.
Englewood Cliffs, New Jersey

MEDIA: Book

ORIENTATION:

Adult Counseling	Adult Development
Adult Learning	Social Change
Developmental Tasks	Adulthood
Career Planning	

SUBJECT CONTENT: This booklet has been written for teachers and administrators who have not had any special training in counseling. Especially in adult education programs for the educationally disadvantaged, the teachers and administrators are often called upon to serve in some capacity as counselors. The authors attempt to furnish the reader with a great deal of information. Counseling and the educationally disadvantaged adult are the two main concepts of this booklet. On counseling, the authors have not consistently followed any single school. Their approach has been to observe what is being done and to try to call attention to what apparently is working.

COMMENT: It is hoped that the aids suggested in the book and the references cited, will serve to initiate the reader into the field of counseling, especially as it relates to the educationally disadvantaged adult.

CLASSIFICATION

02.   03.   06.05

AUTHOR: King, Martin Luther

CORPORATE AUTHOR:

TITLE: Where Do We Go From Here ? Chaos or Community

PRICE: **DATE:** 1967   209 **PAGE(s)**

SOURCE: Harper and Row, Publishers
New York, N.Y.

MEDIA: Book

ORIENTATION:
Adult Counseling
Community Services
Social Change
Adult Development
Human Development
Social Responsibility

SUBJECT CONTENT: Recommendations for action re: Civil Rights

COMMENT:

CLASSIFICATION

02 . 02 03 . 03 04 . 04

AUTHOR: Kunze, Karl R.

CORPORATE AUTHOR:

TITLE: "Business and Industry Look Out for Their Own." The Personnel and Guidance Journal, Volume 52, No. 3

PRICE: **DATE:** November, 1973 6 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:

Personnel Services in Business and Industry
Counseling Programs Industrial Training
Labor Education Task Performance

SUBJECT CONTENT: The collective thrust of the Manpower Development and Training Act (MDTA), recent Manpower Admistration-Department of Labor contracts with industry, and the National Alliance of Businessmen (NAB), has caused the introduction into industry of many programs for training the disadvantaged. Government and industry people close to these programs agree that counseling is a necessary part of the processing of these people if they are to become dependable and productive employees. Manpower Administration contracts, in fact, make counseling services mandatory. NAB representatives who monitor these programs in industry report that some firms subcontract the counseling funtion initially but then take it on themselves when they learn more about it. NAB representatives seem unanimous in their opinions that: (a) the counseling consists largely of problems that line supervisors could handle themselves or could refer to company specialists, (b) supervisors' ready availability places them at an advantage over outsiders who visit the plant on a part-time schedule, and (c) supervisors who perform will have genuineness, empathy, and a willingness to "go all out" to help.

COMMENT:

CLASSIFICATION

02 . ______ 03 . ______ 04 . ______

AUTHOR:

CORPORATE AUTHOR: Women's Bureau, U.S. Department of Labor

TITLE: Expanding Opportunities for Girls: Their Special Counseling Needs (ED 052 315)

PRICE: MF .65
HC $3.29 **DATE:** May, 1970 4 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:
Counselors
Human Development
Employment Opportunities

SUBJECT CONTENT: This brochure describes the changing social patterns which have resulted in increased female labor force participation. Educational counseling is necessary to develop a woman's talents for a rewarding career.

COMMENT:

CLASSIFICATION

02 . 07 . 03 .

AUTHOR: Latta, Everette Michael

CORPORATE AUTHOR:

TITLE: "Adult Education and the Comprehensive Community College."
Adult Leadership, Volume 19, No. 7

PRICE: **DATE:** January, 1971 2 **PAGE(s)**

SOURCE: Adult Education Association of the U.S.A.
810 - 18th St., N. W.
Washington, D.C. 20006

MEDIA: Journal

ORIENTATION:

Community Services
Administrators
Programs
Adult Development
Instruction
Guidance
Library

SUBJECT CONTENT: Adult Education is not new in the Comprehensive Community College. The phenomenal growth of educational courses offered under the auspices of adult education, however, is a relatively new development, with Comprehensive Community Colleges being a major catalyst in the development of adult education offerings.

COMMENT:

CLASSIFICATION

02 . ____ 07 . ____ ____ . ____

____ . ____ ____ . ____ ____ . ____

AUTHOR: Lewis, S. O.

CORPORATE AUTHOR:

TITLE: "Racism Encountered in Counseling."
Counselor Education and Supervision, Volume 9

PRICE: **DATE:** 1969 5 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:
Counselors
Social Change
Human Development

SUBJECT CONTENT: Two differing views of the extent and nature of racism in counseling are presented, and implications for counselor education are examined. Presenters differ most sharply over the degree to which counselor education must deal directly with the phenomenon of racism. The area of counseling and guidance seems to bear the scars and the burden of racism; and just as do other walks of life, it reflects the changes of the time. Racism can be observed or encountered in several ways in counseling. The author explains some of the major problems, issues, and tentative sollutions to racism in counseling and guidance.

COMMENT:

CLASSIFICATION

02 . ________ 03 . ________ 04 . ________

07 . ________ ____ . ________ ____ . ________

AUTHOR: Marpel, Betty Lou

CORPORATE AUTHOR:

TITLE: Counseling Mature Women Returning to Higher Education

PRICE: **DATE:** 8 **PAGE(s)**

SOURCE: Director of Continuing Education
Wellesley College
Wellesley, Massachusetts

MEDIA: Paper

ORIENTATION: Career-counseling for women
Working women

SUBJECT CONTENT: Strong vocational interest blank for women--understanding the use of this instrument for counseling. What counseling could mean in the decision-making process. Esther Matthews' cogent theoretical pattern of vocational decision-making. Analysis of counseling needs.

COMMENT:

CLASSIFICATION

02 .

03 .

AUTHOR: Maslow, Abraham

CORPORATE AUTHOR: The New England Board of Higher Education and the Center for the Study of Liberal Education for Adults

TITLE: Proceedings of the Conference on the Training of Counselors of Adults

PRICE:

DATE: May, 1965

PAGE(s)

SOURCE: The Center for the Study of Liberal Education for Adults
Chatham, Massachusetts

MEDIA: Report

ORIENTATION:

Adult Counseling
Community Services
Human Development
Adult Development
Adult Learning
Social Responsibility
Developmental Tasks

SUBJECT CONTENT: This conference was one of the first published conferences held specifically regarding the role, scope, and responsibilities of the counselor of adults functioning in an adult education setting. The main purpose of the conference was to bring together a small group of persons who were directly involved in and concerned with the adult education, the counseling of adults, or the training of counselors, or to define the goals of adult counseling, to determine the ways in which the counseling of adults differs from the counseling of younger people, and to identify a body of knowledge that should be encompassed in a program for the training of adult counselors.

COMMENT:

CLASSIFICATION

02 . ______ 04 . ______ 07 . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Matthews, Esther E.

CORPORATE AUTHOR:

TITLE: Counseling Women

PRICE: **DATE:** 1969, 1971, 1972, 1973 8-15 ea. **PAGE(s)**

SOURCE: Esther E. Matthews
School of Education, University of Oregon
Eugene, Oregon

MEDIA: Papers

ORIENTATION: Collection of several essays relating to career counseling for women.

SUBJECT CONTENT: "The Counselor and the Adult Women," paper prepared for the workshop co-sponsored by the National Association of Women Deans and Counselors (NAWDC), University of Oregon, August 1, 1968. Reprinted in NAWDC Journal, Spring 1969. "Occupational Counseling for Women," printed in Encyclopedia of Education, Volume 2, 532-540, 1971. Crowell Collier and Macmillan, Inc. 866 Third Avenue, N.Y., N.Y. 10022

"Change and Choice for Women: Problems and Prospects," prepared for conference.
"Counseling in Today's World: The Professional's Response to Changing Sex Roles," University of Washington, Seattle, March 1973.
"Career Choice in Adult Women: Changing Conceptions," prepared for Summer Lecture Series--University of Washington at Seattle, July 1972.

COMMENT:

CLASSIFICATION

02 . 04 .

AUTHOR: McCreary, William H.

CORPORATE AUTHOR:

TITLE: Career Guidance

PRICE: DATE: December, 1971 56 PAGE(s)

SOURCE: Bureau of Pupil Personnel Services
California State Department of Education
Sacramento, California 95814

MEDIA: Booklet

ORIENTATION: Preliminary set of guidelines for developing career guidance programs K-adult.

SUBJECT CONTENT: Preface; Introduction; Task Force Members; Rationale; Presentation of a Model for Career Guidance; Developing Objectives for the Concepts of Career Guidance; An Approach to Implementing Career Guidance Objectives in the School; The Evaluation of Career Guidance Programs; Glossary of Terms Commonly in Use; Appendices: Advisory Committee; Additional Information on Implementation of the Career Guidance Model

COMMENT: Part of California State Plan for Career Development

CLASSIFICATION

02 . ______ 03 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: McDaniel, Ruben R., Jr.

CORPORATE AUTHOR:

TITLE: Short Term Counseling of Adults (ED 041 237)

PRICE: **DATE:** June, 1969 5 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, MD 20014

MEDIA: ERIC

ORIENTATION:

Adult Counseling	Adult Learning
Developmental Tasks	Social Services

SUBJECT CONTENT: McDaniel emphasizes the importance of short term counseling for adults. The nature of the students, his previous life experiences (or lack of experience) with counselors and the nature of the situation means that a good bit of the counselor's work will be done on a short term, impromptu basis. The major point is that counselors must create opportunities for short term counseling to take place. Counselors must consciously plan some of these opportunities. If a careful review is made of all of the potential opportunities which could be planned and structured for short term counseling, then counselors could find that they have more work than they could conceivably handle.

COMMENT: Proceedings of a Preconvention Workshop held by the American College Personnel Association; Report of Commission XIII on Student Personnel Work for Adults in Higher Education, American College Personnel Association, pp. 7-13.

CLASSIFICATION

02 . ______ 03 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: McElaney, Francis A.

CORPORATE AUTHOR:

TITLE: "Counseling the Adult Student."
Journal of Education, Volume 147

PRICE: **DATE:** February, 1965 4 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:

Adult Counseling	Adult Learner
Adulthood	Social Services
Student Characteristics	

SUBJECT CONTENT: McElaney discusses how the role of the adult counselor is different from the secondary school counselor. An adult does not perceive the counselor in the same manner that the regular enrolled day student perceives him. The full-time undergraduate often perceives the counselor as someone who can help him; the adult perceives the counselor as one who may help him, generally by reviewing the alternatives. It is the counselor's role to assist the adult student to become aware of the alternatives, but it is the student's inherent right to make his own decisions.

COMMENT:

CLASSIFICATION

02 . ________ 03 . ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR: Meyer, Peter

CORPORATE AUTHOR:

TITLE: "Counseling the Adult Student." Adult Leadership, Volume 11

PRICE: **DATE:** April, 1963 1 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION: Adult Counseling Adult Learner
Research Adult Education
Educational Strategies

SUBJECT CONTENT: Meyer discusses two points of view which may, in part, account for the paucity of investigation into areas of counseling for the adult student: (1) adult students are mature, highly motivated, know exactly what they want, have only a part-time commitment to education, and do not need, or even want, counseling services; (2) if it is conceded that counseling services may be of some value to the college student, then it is argued that what has been successful with day session students will be successful with college adult students. Consequently, many counseling services which function for the adult college student are staffed by day session counselors who devote only part of the time to this function.

COMMENT:

CLASSIFICATION

02 . ______ 07 . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Miller, Carroll H.

CORPORATE AUTHOR:

TITLE: Foundations of Guidance

PRICE: **DATE:** 1971 454 **PAGE(s)**

SOURCE: Harper and Row, Publishers, Inc.
49 East 33rd Street
New York, N.Y. 10016

MEDIA: Book

ORIENTATION: Guidance: Programs, Theories, Young Adults

SUBJECT CONTENT: The interdisciplinary basis of guidance. Shifting emphases. Foreshadowings of guidance. The guidance movement in the United States. American backgrounds; the schools and cultural transition. Contemporary American culture. The individual in culture and society. Youth groups. Abilities and the probable. The desired and the desirable. Vocational development. Fruits of guidance. Guidance reconsidered.

COMMENT:

CLASSIFICATION

02 . ____ 03 . ____ ____ . ____

____ . ____ ____ . ____ ____ . ____

AUTHOR: Mitchell, Richard J.

CORPORATE AUTHOR:

TITLE: "The ABE Counselor--A New Guidance Role."
Adult Leadership, Volume 19, No. 9

PRICE: **DATE:** March, 1971 2 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:	Counselors	Adult Counseling
	Adult Development	Adult Basic Education

SUBJECT CONTENT: Mitchell discusses four guidance roles which permeate the teacher-guidance function for ABE students: (1) aid in the adjustment of the individual adult learner by providing a climate in each learning experience which promotes desirable learner adjustment, (2) integrate occupational, educational, and personal-social adjustment information into the adult learner's experience, (3) encourage adult learners to avail themselves of the facilities of the Adult Basic Education Guidance program, (4) provide information which will keep the adult learner's personal record current.

COMMENT:

CLASSIFICATION

02 . ______ 03 . ______ 06 . 05

06 . 06 ______ . ______ ______ . ______

AUTHOR: Moss, Doris and Robert Richardson

CORPORATE AUTHOR:

TITLE: A Study of Students Who Discontinued Attendance in the E.S.E.A. III Adult Basic Education Program (ED 019 576)

PRICE: MF .65
HC $3.29
DATE: June 14, 1967 38 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:

- Adults
- Adult Development
- Adult Learning
- Adult Drop Outs

SUBJECT CONTENT: ABE Students from the Bronx, Manhattan and Queens who dropped out of school were the subjects of this study. 306 persons were interviewed (167 Puerto Rican, 139 Black). Other characteristics include average age, 35; marital status, married; low academic achievement and drop-outs after less than 50 hours of class. The two major reasons for leaving were: (1) Change of residence; (2) Interference with work activities. Some recommendations given were: A positive school experience from the first class; to meet the student needs from the beginning.

COMMENT:

CLASSIFICATION

02 . ______ 03 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR:

CORPORATE AUTHOR: National Civil Service League

TITLE: An Annotated Bibliography: Public Employment and the Disadvantaged, Reference File No. 4 (ED 042 866)

PRICE: MF .65
HC $3.29

DATE: January, 1970

50 PAGE(s)

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION: Career Planning
Manpower Utilization
Employment Qualification

SUBJECT CONTENT: A bibliography dealing with the role of the disadvantaged in public service. The materials are generally available to the average researcher. The sources are grouped as follows: (1) Federal sources and commentaries on Federal Programs; (2) General issues (social problems and manpower); (3) Personnel practices (Fair Employment); and (4) Specific programs.

COMMENT:

CLASSIFICATION

02.
03.01
06.03
06.04
06.05

AUTHOR: Neff, Monroe C.

CORPORATE AUTHOR:

TITLE: Adult Basic Education. Seminar Guide. A Study Program for Teacher Training (AC 002 818)

PRICE:

DATE: 1966

173 **PAGE(s)**

SOURCE: Follett Publishing Company
1010 West Washington Blvd.
Chicago, Illinois 60607

MEDIA: Book

ORIENTATION:
Training
Adult Learning
Adult Counseling
Adult Development

SUBJECT CONTENT: The major emphasis in this book is on understanding the circumstances and limitations of students. Curriculum content includes instructional methods and materials for social studies, math, science, health and consumer education. Suggestions are provided for ABE Personnel to serve as teacher counselor; and for testing and evaluating students. A bibliography is included.

COMMENT:

CLASSIFICATION

02 . ______ 03 . ______ 07 . ______

AUTHOR:

CORPORATE AUTHOR: Department of Education
Carson City, Nevada

TITLE: Suggested Techniques in Guidance and Counseling With Indian Youth and Adults (ED 010 750)

PRICE: MF .65
HC $3.29

DATE: 1966

19 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION: A discussion of guidance and counseling techniques used in a counseling program for Indian youth and adults.

Adult Counseling Human Development

SUBJECT CONTENT: Concepts of guidance, implementation of concepts including securing background information; understanding the needs of Indian Children, establishing rapport, testing counselor-parent relations, occupational and vocational information, bibliography.

COMMENT:

CLASSIFICATION

02 . ________ ____ . ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR:

CORPORATE AUTHOR: Two-Year College Student Development Center
State University of New York
Albany, N.Y.

TITLE: Concerns and Recommendations of the Colloquiam on Occupational Counseling and Guidance

PRICE: DATE: 1972 PAGE(s)

SOURCE: See Corporate Author

MEDIA: Book

ORIENTATION: Occupational Counseling

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

02 . ______ 03 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Nordelli, Walter

CORPORATE AUTHOR:

TITLE: "Guidance in the Two-Year College: A Neglected Area."
Junior College Journal, Volume 28

PRICE: **DATE:** 1958 2 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:
Adult Learner
Adult Counseling
Counseling Programs

SUBJECT CONTENT: Nordelli discussed the state of affairs in counseling programs in community colleges. At that time, many community colleges had inadequate guidance programs designed to meet individual needs of the students. He felt more emphasis needed to be placed on counseling and guidance services within the two year colleges.

COMMENT:

CLASSIFICATION

02.	03.	07.
.	.	.

AUTHOR: Onstad, Gwen

CORPORATE AUTHOR:

TITLE: "A Talk With Some Native Americans." Personnel and Guidance Journal, Volume 50, No. 2

PRICE:

DATE: 1971

5 PAGE(s)

SOURCE:

MEDIA: Journal

ORIENTATION:
Counselors
Human Development

SUBJECT CONTENT: Indian youth form a new generation sharply critical of an educational system that has suppressed their history and heritage. They are impatient for change and self-determination in their own lives and are deeply stirred to make a commitment to serve the needs of their own tribal responsibilities. These concerns and hopes highlight a dialogue among several Indian students at Tecumseh Center, University of California at Davis, in the spring of 1971. Gwen Onstad, of the Counseling Center conducted and prepared this interview.

COMMENT:

CLASSIFICATION

02 . ____ 04 . ____ ____ . ____

____ . ____ ____ . ____ ____ . ____

AUTHOR:

CORPORATE AUTHOR: Pacific Heights Adult School, San Francisco, California

TITLE: Career Counseling and Follow-up Study (ED 059 461)

PRICE: MF .65
HC $3.29

DATE: Spring, 1971

43 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:
Adult Counseling
Career Planning
Community Colleges
Occupational Guidance
Follow-up Studies

SUBJECT CONTENT: This follow-up study of participants in the career workshop of the Pacific Heights Adult School is based on 117 responses to 453 questionnaires mailed in the spring of 1971. Results of the study show: (1) more women than men seek counseling; (2) the career workshop is the only counseling available to many adults; (3) there is a movement from job to job by those of high school and college experience, with both seemingly working in the same occupations; (4) the career workshop is of great value to adults of all educational levels.

COMMENT:

CLASSIFICATION

02 . ______ 05 . ______ 07 . ______

AUTHOR: Pattison, Mary Rose (editor)

CORPORATE AUTHOR:

TITLE: Counseling Educationally Disadvantaged Adults
(ED 023 015)

PRICE: MF .65
HC $6.58

DATE: 1968

158 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc. , P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:
Adult Education
Adult Development
Adult Counseling
Developmental Tasks

SUBJECT CONTENT: In 1957, several two-day institutes were held in Indiana for counselors of adult basic education students, and in addition, a one-week residential institute for selected counselors who had attended a spring institute. Primary emphasis was on awareness of responsibility and understanding of the undereducated adult. Counselors' perceptions of the undereducated adult as an educable entity increased after the institute, but there was a slight decrease in the perceptions of the adult as an economic unit and as a human being. The selected group who attended the residential institute did not differ from the total group.

COMMENT:

CLASSIFICATION

02 . ______ 03 . ______ 06 . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Pearce, Frank C.

CORPORATE AUTHOR:

TITLE: "Dropout Patterns in the New Hope Project." Stanislaus County Multi-Occupational Adult Training Project, Report 2.2 (ED 011 195)

PRICE: MF .65
HC $3.29 **DATE:** October, 1966 20 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:

Manpower Utilization
Training
Adult Learning
Adult Development
Adult Dropouts

SUBJECT CONTENT: This report from Modesto Junior College studies the adult dropout patterns and attempts to pinpoint failures of the programs. 1,006 trainees were interviewed. Some of the reasons cited for dropping out were: (1) to go to work, and (2) personal reasons (moving, injury, disease, character). The dropout rate for the project was 29%. The program's was 12%.

COMMENT:

CLASSIFICATION

02 . 03 . 06 . 02

AUTHOR: Pearce, Frank C.

CORPORATE AUTHOR:

TITLE: Dropout Rates (ED 011 356)

PRICE: MF .65
HC $3.29 **DATE:** January, 1966 17 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:

Adult Counseling	Vocational Counseling
Adult Development	Adult Vocational Education
Adult Learning	Training

Adult Drop-outs

SUBJECT CONTENT: This report provides an overview of the enrollment patterns for the Modesto Multi-Occupational Project. Enrollment in the active and inactive vocational and prevocational training programs and reasons for drop-outs are provided· Some of the reasons are: Lack of success, lack of interest, poor attendance and family problems.

COMMENT:

CLASSIFICATION

02 . ______ 03 . 01 ______ . ______

______ . ______ ______ . ______ ______ . ______

AUTHOR: Perez, Armando

CORPORATE AUTHOR:

TITLE: Basic Education and E.S.L. Counseling In The Work Incentive Program. A Summary (ED 055 275)

PRICE: MF .65
HC $3.29 **DATE:** 1970 34 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:

Adult Basic Education	Adult Counseling
Work Incentive Program	Vocational Education
Career Planning	Human Responsibility

Developmental Tasks

SUBJECT CONTENT: This report is an attempt to summarize some of the concerns and problems of the Work Incentive Program (WIN) of Los Angeles. The educational counseling component of the program, Division of Adult Education, has as its major objective to maximize the opportunities of the WIN enrollee, who is encouraged to educationally advance himself vocationally and/or academically. The following problems were identified: (1) lack of student teacher communication concerning vocational goals; (2) lack of student motivation; (3) varied abilities of students placed within the same classrooms; (4) personal and/or financial problems of students. The conclusion was that the success of the program depends largely on the placement of students into vocational and on-the-job training programs, getting closer to job placement, and off the welfare rolls.

COMMENT:

CLASSIFICATION

02. ______ 05. ______ ___. ______

___. ______ ___. ______ ___. ______

AUTHOR: Perrone, Phillip A.

CORPORATE AUTHOR:

TITLE: Guiding Adults Toward Post-Secondary Education--Opportunities in Wisconsin

PRICE: **DATE:** - 1973 **PAGE(s)**

SOURCE: School of Education
University of Wisconsin
Madison, Wisconsin

MEDIA: Project

ORIENTATION: Adult Counseling Research
Counseling Instructional System
Adult Basic Education

SUBJECT CONTENT: This project has established an itinerant educational counseling program for adults in four southeastern counties of Wisconsin. This mobile counseling service is intended to provide adults with information about higher education opportunities available to them in those counties. More importantly, adults are able to receive assistance in establishing educational goals and in matching these goals with educational programs.

COMMENT: Project supported by Title I of the Higher Education Act and the School of Education, University of Wisconsin, Madison.

CLASSIFICATION

02. 01. 04.

07.

AUTHOR: Peters, Herman J. and James C. Hansen (editors)

CORPORATE AUTHOR:

TITLE: Vocational Guidance and Career Development--Selected Readings

PRICE: **DATE:** 1966 466 **PAGE(s)**

SOURCE: MacMillan Company
866 Third Avenue
New York, N.Y. 10022

MEDIA: Book

ORIENTATION: Vocational Counseling
Career Development
Adults

SUBJECT CONTENT: Work; Society and Career Development; Vocational Development Theories; Vocational Guidance: Information and Counseling, Elementary-College; Career Development: Adulthood.

COMMENT:

CLASSIFICATION

02 . ________ 03 . ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR: Peterson, Elwood R. and Phileon B. Robinson, Jr.

CORPORATE AUTHOR:

TITLE: "Adult Counseling Clinic: A Cooperative Community," Adult Leadership, Volume 17, No. 4

PRICE: DATE: 1968 2 PAGE(s)

SOURCE:

MEDIA: Journal

ORIENTATION:
Adult Counseling
Counseling Program
Community Service

SUBJECT CONTENT: Report on a two-week clinic in Provo, Utah which was conceived as a means to counsel local adults regarding educational and vocational opportunities and community programs to help them gain these benefits.

COMMENT:

CLASSIFICATION

02 . ______ 04 . 02 ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Peterson, Margaret

CORPORATE AUTHOR:

TITLE: "Counseling Programs For Professionals." Adult Leadership, Volume 21, No. 6

PRICE: **DATE:** December, 1972 3 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION: Adult Counseling Career Choice
Counselor Functions

SUBJECT CONTENT: A University Extension program in Wisconsin involved traveling faculty who function as counselors to those interested in resuming or changing careers.

COMMENT:

CLASSIFICATION

02 . ______ 04 . ______ 03 . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Phipps, Curtis

CORPORATE AUTHOR:

TITLE: Counselor's Perceptions of Preparation and Functions in Vocational Guidance

PRICE: DATE: 1968 6 PAGE(s)

SOURCE: University of Kentucky
Lexington, Kentucky

MEDIA: Pamphlet (Xerox copy)

ORIENTATION: Vocational Guidance
Counselors

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

02 .

02 . 01

AUTHOR: Porter, Lee

CORPORATE AUTHOR:

TITLE: "Adults Have Special Counseling Needs." Adult Leadership, Volume 18, No. 9

PRICE:

DATE: June, 1970

1 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:

Adult Counseling	Adult Education
Career Change	Human Development

Adult Basic Education

SUBJECT CONTENT: The author discusses the counseling needs of the adult student. He feels that adults have to be treated as such and the counselor needs to relate to the adult student in a realistic, meaningful way to help the individual adult student meet his immediate and long range goals. He feels that adult counselors need to be made aware of the special problems which adults face in their return to an educational institution.

COMMENT:

CLASSIFICATION

02 . ________ 06 . ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR: Repka, John W.

CORPORATE AUTHOR: Fresno City College

TITLE: A Survey of Evening College Counseling Services in California Junior Colleges (ED 020 736)

PRICE: DATE: PAGE(s)

SOURCE: ERIC Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION: Adult Counseling
Counseling Services

SUBJECT CONTENT: Repka conducted a survey of evening college counseling centers in California with 59 of the state's 75 junior colleges responding. Major emphasis was placed on problems relating to: (1) the college program and its facilities, (2) problems relating to students, and (3) problems relating to counselors.

COMMENT:

CLASSIFICATION

02.______ 06.______ ___.______

___.______ ___.______ ___.______

AUTHOR: Richardson, R.E. , Jr. and C. F. Blocker

CORPORATE AUTHOR:

TITLE: "A Trilevel Concept of Personnel Services in Two-Year Colleges." Journal of College Student Personnel, Volume 9

PRICE: DATE: March, 1968 4 PAGE(s)

SOURCE:

MEDIA: Journal

ORIENTATION:
Pupil Personnel Services
Educational Strategies
Adult Counseling

SUBJECT CONTENT: Blocker and Richardson describe a model for student personnel programs utilizing a tri-level approach to accommodate counselors who have different qualifications and backgrounds. They recommend that personnel services be organized on the basis of a tri-level concept. In the first level, the professionally trained counselors are used for diagnostic testing, counseling, vocational counseling, record keeping, and administration. At the second level, the less specialized educational counselors are used for the bulk of the counseling activities. At the third level, the faculty is used for educational advising, sponsorship of student activities, and advising on financial aid. In this manner the community college can use its personnel staff efficiently and economically.

COMMENT:

CLASSIFICATION

02.

01.

04.

AUTHOR: Robson, Virginia and David L. Acord

CORPORATE AUTHOR:

TITLE: Counselor Awareness Program for Vocational Education: Final Report (ED 068 652)

PRICE: MF .65
HC $6.58

DATE: July, 1972

101 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P. O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:
Vocational Counseling
Career Education
Inservice Education

SUBJECT CONTENT: Thirty-seven counselors attended a two-week intensive program to update their knowledge of vocational education and of the world of work, to improve their counseling and guidance techniques, and to develop new or revised plans of occupational guidance and counseling for their respective schools. Each counselor participated in at least fifteen sessions, known as Work Sample Exposures. Workshop methods included group guidance and individual counseling sessions, field trips, group discussions, reaction panels, and taped demonstrations of counseling sessions.

COMMENT:

CLASSIFICATION

02 . ______ 04 . ______ 07 . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Romano, O.

CORPORATE AUTHOR:

TITLE: "Minorities: History of the Cultural Mystique." El Grito, Volume 1, No. 1

PRICE: DATE: Winter, 1967 PAGE(s)

SOURCE:

MEDIA: Journal

ORIENTATION: Human Development
Adults

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

02.______ 07.______ 06.02

______.______ ______.______ ______.______

AUTHOR: Roueche, John E.

CORPORATE AUTHOR:

TITLE: "Accommodating Individual Differences." Community College Review, Volume 1, No. 2

PRICE: **DATE:** July/August 1973 7 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:

Differential Psychology
Student Needs
Individual Differences
Learning Strategies

SUBJECT CONTENT: The article deals with the "disadvantaged" or "remedial" student who needs individualized instruction and special counseling services, to provide meaningful programs which will help them achieve their personal-social goals. Teachers and counselors need to understand the special needs of this portion of the student body.

COMMENT:

CLASSIFICATION

02 . ________ 03 . ________ 07 . ________

01 . ________ ____ . ________ ____ . ________

AUTHOR: Rousseve, R.

CORPORATE AUTHOR:

TITLE: "Reason and Reality in Counseling the Student-Client Who Is Black." School Counselor, Volume 17, No. 5

PRICE: DATE: 1970 7 PAGE(s)

SOURCE:

MEDIA: Journal

ORIENTATION: Counselors
Human Development
Social Change

SUBJECT CONTENT: Article challenges certain social myths and certain undesirable behavioral trends that are discernible in the sphere of American Black-White relations today; and describes an approach to counseling in school settings that transcends race.

COMMENT:

CLASSIFICATION

02 . ______ 03 . ______ 07 . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Russell, James W.

CORPORATE AUTHOR:

TITLE: "How to Make Good Use of Drug Abuse." Adult Leadership, Volume 19, No. 7

PRICE:

DATE: January, 1971

2 **PAGE(s)**

SOURCE: Adult Education Association of the U.S.A.
810 - 18th Street, N.W.
Washington, D.C. 20006

MEDIA: Journal

ORIENTATION: Adult Development
Adult Counseling

SUBJECT CONTENT: Superficial exploration of drug abuse and the need to come to terms with it.

COMMENT:

CLASSIFICATION

02. ______ ___.______ ___.______

___.______ ___.______ ___.______

AUTHOR: Russell, Richard P.

CORPORATE AUTHOR:

TITLE: A Guideline for Guidance Under the Manpower Development and Training Act. (MDTA)

PRICE: — **DATE:** 29 **PAGE(s)**

SOURCE: State Board for Vocational Education
Topeka, Kansas

MEDIA: Booklet

ORIENTATION: Adult Counseling Career Education
Role and Scope of Guidance Services

SUBJECT CONTENT: This booklet describes a suggested break-down of guidelines for guidance under MDTA. The book discusses guidelines, philosophy, cooperating agencies, listing programs, and group guidance procedures.

COMMENT:

CLASSIFICATION

02 . ________ 07 . ________ 01 . ________

___ . ________ ___ . ________ ___ . ________

AUTHOR: Ryan, C.

CORPORATE AUTHOR:

TITLE: "Counseling the Culturally Encapsulated Indian." Guidance for Urban Disadvantaged Youth, E. C. Halberg (editor)

PRICE: DATE: 1971 6 PAGE(s)

SOURCE: American Personnel and Guidance Association
1607 New Hampshire Avenue
Washington, D.C. 20009

MEDIA: Book

ORIENTATION: Counselors
Human Development

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

02 . ______ 03 . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Scott, William B.

CORPORATE AUTHOR:

TITLE: Guidance and Counseling in Adult Basic Education

PRICE: **DATE:** 2 **PAGE(s)**

SOURCE: Florida Junior College
Jacksonville, Florida

MEDIA: Pamphlet

ORIENTATION:

Adult Counseling	Job Analysis
Adult Basic Education	Adult Learning

SUBJECT CONTENT: The author describes the organizational structure for the Adult Counseling and Guidance program for Adult Basic Education component program at Florida Junior College. The author describes services and techniques used which include: (1) referrals, (2) interviews, (3) testing, (4) evaluations, (5) followup, (6) techniques of individual, group, client-centered, and developmental counseling.

The counseling program is basically structured to provide the team approach for providing part-time guidance and counseling services to Adult Basic Education students.

COMMENT:

CLASSIFICATION

02.　　04.　　06.

AUTHOR: Simpson, Roy E.

CORPORATE AUTHOR: California State Department of Education

TITLE: Guidance Services for Adults, Volume 30, No. 7

PRICE:　　**DATE:** August, 1961　　97 **PAGE(s)**

SOURCE: California State Department of Education
Sacramento, California

MEDIA: Booklet

ORIENTATION:
Training
Adult Counseling
Group Counseling
Guidance Programs
Counseling Instructional Programs

SUBJECT CONTENT: This handbook contains information regarding guidance principles for adults and successful guidance practices in California Public School Adult Education Programs. The first part of the handbook is devoted to a discussion of the needs for guidance services for adults, a definition of guidance, and a review of the physiological and psychological changes that occur in adulthood which have implications for guidance. The final sections of the handbook provide a description of successful guidance practices. The handbook is divided into the following sections: (1) the need for guidance services; (2) basic concepts of guidance; (3) physiological and psychological changes in adults; (4) orientation; (5) using standardized tests; (6) the gathering of data; (7) counseling; (8) certificates, diplomas, and degrees; (9) group; (10) the teacher in the guidance program; and (11) evaluation.

COMMENT:

CLASSIFICATION

02. 03 06 . 02 .
. . .

AUTHOR: Smith, Arthur Edward

CORPORATE AUTHOR:

TITLE: Profile of the Evening College Student: The Background, Life Roles, and Academic Performance of Evening Division Students in An Urban University

PRICE: **DATE:** 1962 190 **PAGE(s)**

SOURCE: Order No. 64-3771
St. Louis University

MEDIA: Dissertation

ORIENTATION: Adults
Adult Learning
Adult Development

SUBJECT CONTENT: The purpose of this research was to study the characteristics of evening college students and to determine the relationships among these characteristics and the students' academic performance. This study was based upon the need for a feasible method of orientation for incoming deans and directors of evening colleges. Two factors were selected as relevant to part-time students attending evening division of St. Louis University. Fifty-two sub-groups were examined in a collection of 760 tables. The findings showed that students were relatively homogeneous when grouped according to factors relating to the S.E. background, intelligence, age and religious affiliations of students.

COMMENT

CLASSIFICATION

02 . ________ 07 . ________ 03 . ________

04 . ________ ____ . ________ ____ . ________

AUTHOR: Smith, Margaret Ruth (editor)

CORPORATE AUTHOR:

TITLE: "Counseling for Women's Roles in the 1980's." Guidance-Personnel Work: Future Tense, Chapter 10

PRICE: **DATE:** 1966 **PAGE(s)**

SOURCE: Teachers College Press, Columbia University
525 West 120th Street
New York, N.Y. 10027

MEDIA: Book

ORIENTATION: Women's Education
Adult Counseling

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

02 . ______ 07 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Smith, Paul M., Jr.

CORPORATE AUTHOR:

TITLE: "What Guidance for Blacks?" Personnel and Guidance Journal

PRICE: DATE: May, 1970 PAGE(s)

SOURCE: American Personnel and Guidance Association
1607 New Hampshire Avenue
Washington, D.C. 20009

MEDIA: Journal

ORIENTATION: Counselors
Human Development

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

02 . 03　　　03 . ______　　　04 . ______

06 . 05　　　06 . 06　　　____ . ______

AUTHOR: Sowell, Thomas

CORPORATE AUTHOR:

TITLE: Black Education: Myths and Tragedies

PRICE:　　　DATE: 1972　　　338 PAGE(s)

SOURCE:

MEDIA: Book

ORIENTATION:
Adult Learning
Guidance Counseling
Counseling Acceptance
Social Responsibility
Counselor Effectiveness
Career Education
Educational Counseling

SUBJECT CONTENT: Higher education of Blacks in the U.S.

COMMENT: A good book to aid in re-education of adult education personnel.

CLASSIFICATION

02 . ______ 03 . ______ 07 . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Spang, A.J., Sr.

CORPORATE AUTHOR:

TITLE: "Understanding the Indian." Personnel and Guidance Association Journal, Volume 50, No. 2

PRICE: **DATE:** 1971 5 **PAGE(s)**

SOURCE: American Personnel and Guidance Association
1607 New Hampshire Avenue
Washington, D.C. 20009

MEDIA: Journal

ORIENTATION: Counselors
Adult Learners
Human Development

SUBJECT CONTENT: To many Anglos, Indian people are Wild West relics, out of step with the modern world, silent, inscrutable. Genuine communication with Indian people can be facilitated by shattering these myths, understanding the Indians from within his own culture, and responding to his own interpretation of the needs and problems encountered in his relationships with white Americans.

Non-Indians's perception of Indian people and culture; Strengths and Contributions of Indian Culture; The Special Needs and Problems of Indian Youth.

COMMENT:

CLASSIFICATION

02 . 01 03 . 01 07 .

AUTHOR: Stedman, Fern C.

CORPORATE AUTHOR:

TITLE: Trainers' Manual for Belton, Gerald F. (A training film for ABE teachers, counselors and administrators.)

PRICE: **DATE:** 1971 36 **PAGE(s)**

SOURCE: Extension Teaching and Field Service Bureau
University of Texas at Austin

MEDIA: Pamphlet

ORIENTATION: Adult Counseling
Guidance Counseling

SUBJECT CONTENT: A brief manual designed to help new ABE teachers, counselors and other staff understand their roles in the ABE process. The manual accompanies a training film. Other tools includes a teacher's script and suggestions for class discussion.

COMMENT:

CLASSIFICATION

02 . ________ 03 . ________ 06 . 05 ________

___ . ________ ___ . ________ ___ . ________

AUTHOR: Steiger, Henry

CORPORATE AUTHOR:

TITLE: You Can Remake America

PRICE: DATE: 1969 PAGE(s)

SOURCE:

MEDIA: Book

ORIENTATION:	Adult Counseling	Adult Development
	Guidance Counseling	Social Change
	Human Development	Social Responsibility

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

02 . ______ 04 . 04 04 . 03

___ . ______ ___ . ______ ___ . ______

AUTHOR: Stephens, Everett W.

CORPORATE AUTHOR:

TITLE: Career Counseling and Placement in Higher Education: A Student Personnel Function

PRICE: **DATE:** 1970 255 **PAGE(s)**

SOURCE: The College Placement Council, Inc.
65 East Elizabeth Avenue
Bethlehem, Pennsylvania

MEDIA: Book

ORIENTATION: Career Counseling and Placement
Counseling Effectiveness
Pupil Personnel Services

SUBJECT CONTENT: Changing perspectives, placement, developing a philosophy, placement office services, organization, occupational information, psychological testing and counseling, problems of effective communication, special challenges to counselors. Junior college placement, campus interviews and outlook.

COMMENT:

CLASSIFICATION

02

AUTHOR: Steward, Robert Miller

CORPORATE AUTHOR:

TITLE: An Evaluation of the Guidance Programs in the Los Angeles City Adult Schools (Order No. 67-9,035)

PRICE: MF $3.00
Xerox $8.20

DATE: 1967

177 **PAGE(s)**

SOURCE: University Microfilms
300 Zeeb Rd.
Ann Arbor, Michigan 48106

MEDIA: Dissertation

ORIENTATION: Adult Counseling

SUBJECT CONTENT: Study evaluating the guidance program of the Los Angeles City Adult Schools to determine if existing guidance services are adequately meeting clientele needs. Findings of study and resulting recommendations.

COMMENT:

CLASSIFICATION

02. ______ 03. ______ ___.______

___.______ ___.______ ___.______

AUTHOR:

CORPORATE AUTHOR: The National Association of Public School Adult Educators

TITLE: Counseling and Interviewing Adult Students

PRICE: **DATE:** 1968 **PAGE(s)**

SOURCE: National Education Association
1201 Sixteenth Street, N.W.
Washington, D.C. 20036

MEDIA: Book

ORIENTATION:

Adults	Adult Learning
Counselors	Human Development
Adult Counseling	Developmental Tasks

SUBJECT CONTENT: This pamphlet provides an overview of the role and scope of adult counseling services. It can be used as a guide for establishing a program for adult counseling and guidance services. It provides many useful and practical approaches to dealing with the adult student in different adult educational settings.

COMMENT:

CLASSIFICATION

02. 07.

AUTHOR: Thompson, Clarence H. (editor)

CORPORATE AUTHOR:

TITLE: College Personnel Services for the Adult Student: Assistance, Involvement, Development. (ED 021 287)

PRICE: MF .65
HC $3.29

DATE: May, 1968

64 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:

Adult Counseling	Social Services
Adult Learning	Career Change
Developmental Tasks	Social Change

Student Personnel Programs

SUBJECT CONTENT: This report presents the background papers and evaluation of a workshop in college personnel services for the adult. Tests found particularly useful with adults were discussed according to the following categories: (1) admissions; (2) placement; (3) remedial education; (4) vocational-educational planning; and (5) creativity or innovation. A review of financial aid programs showed little aid available to the adult returning to college. Psychological and sociological differences between the adult college student and other students are important for the development of both a counseling philosophy and co-curricular activities for adult counseling programs in continuing education programs.

COMMENT:

CLASSIFICATION

02. ______ 07. ______ ___.______

___.______ ___.______ ___.______

AUTHOR: Thompson, Clarence H. (editor)

CORPORATE AUTHOR:

TITLE: Counseling Adults: Contemporary Dimensions (E D 041 237)

PRICE: MF .65
HC $3.29

DATE: June, 1969

98 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:

Adult Counseling
Social Services
Adult Learning
Student Personnel Programs
Developmental Tasks
Career Change

SUBJECT CONTENT: Sponsored by Commission 13 of the American College Personnel Association, this pre-convention workshop covered short term, educational, vocational, and group counseling for adults in higher education. A case history in vocational counseling was presented for discussion, together with specific questions; and typical counseling problems were illustrated. The document includes 38 references, a recommended adult reading list of 50 significant modern books, data on participant evaluation of the workshop itself, the workshop agenda and objectives, and lists of faculty, registrants, and members of the planning committee.

COMMENT: A report of Commission 13, Student Personnel Work for Adults in Higher Education, American College Personnel Association, Proceedings of a pre-convention workshop.

CLASSIFICATION

02 . ______ 07 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Thompson, Clarence H.

CORPORATE AUTHOR:

TITLE: "Counseling the Adult Student." Report of Commission 13 on Student Personnel Work for Adults in Higher Education, American College Personnel Association (ED 012 857)

PRICE: **DATE:** March 17-18, 1967 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION: Counselors
Adult Counseling

SUBJECT CONTENT: Thompson characterizes the importance of growth, change, and self-actualization in the counseling process. The counselor, in student personnel works with adults, begins with a belief in man's ability to grow and change. He is concerned with immediate and long range goals for his client. He hopes the counseling process will help the client to: (1) discover how to actualize; (2) develop capacities to respond to new experiences, and (3) learn to integrate such experiences into a meaningful confident pattern of life which is congruent with the deeper values of society.

COMMENT: Presented at a Pre-Convention Workshop held by the American College Personnel Association, Dallas, Texas

CLASSIFICATION

02. 03.

AUTHOR: Troll, Lillian E. and Nancy Schlossberg

CORPORATE AUTHOR:

TITLE: How Age Biased are Counselors of Adults?

PRICE:

DATE: 1969

PAGE(s)

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:

Counselors	Adult Counseling
Adult Learning	Older Adults

SUBJECT CONTENT: Troll and Schlossberg reported a study dealing with the age-biasness of counselors of adults. A study was conducted to determine the extent of age bias among counselors working with adults in educational settings. While no uniform opinion with respect to age norms and constraints was shown, and more than half of the respondents showed some age bias, there were a sizeable number who were vigorously opposed to any suggestion of age norms and who would fight for counseling each individual case on its own merits.

COMMENT: A Study Sponsored by the U.S. Department of Health, Education and Welfare.

CLASSIFICATION

02. 03. 06. 04

06. 05

AUTHOR: Trubowitz, Sydney

CORPORATE AUTHOR:

TITLE: A Handbook for Teaching in the Ghetto School

PRICE: **DATE:** 1968 **PAGE(s)**

SOURCE:
Quandrangle Books, Inc.
12 East Delaware Place
Chicago, Illinois 60611

MEDIA: Book

ORIENTATION:
Curriculum
Career Development
Adult Learning
Manpower Utilization
Counseling Instructional Systems

SUBJECT CONTENT: This book illustrates how teachers can develop meaningful curriculum content by knowing people's experiences, interests, feeling needs, strengths, and weaknesses. It attempts to help teachers understand a school and community in the ghetto by exposing them to the perceptions of the children, parents, and other people in the neighborhood. It shows how teacher awareness of the individual's world can help to give depressed-area individuals a greater mastery of the world and aid them in extending their view of their surroundings.

COMMENT:

CLASSIFICATION

02. ______ 03. ______ 07. ______

___. ______ ___. ______ ___. ______

AUTHOR: Vontress, Clemmont E.

CORPORATE AUTHOR:

TITLE: "Adult Life Styles: Implications for Education." Adult Leadership; Volume 19, No. 1

PRICE: DATE: May, 1970 4 PAGE(s)

SOURCE: Adult Education Association of the U.S.A.
810 - 18th Street, N.W.
Washington, D.C. 20006

MEDIA: Journal

ORIENTATION: An exploration, in general, of the demands and expectations of individuals after the age of 21.
Adult Development

SUBJECT CONTENT: Early adulthood, middle-age, later maturity, implications for education, barriers to adult learning.

COMMENT:

CLASSIFICATION

02 . ______ 03 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Vontress, Clemmont E.

CORPORATE AUTHOR:

TITLE: Counseling Racial and Ethnic Minorities in the United States

PRICE: **DATE:** March 27, 1972 16 **PAGE(s)**

SOURCE: School of Education
George Washington University
Washington, D.C. 20006

MEDIA: Paper

ORIENTATION: Counseling racial and ethnic groups
Adult Development

SUBJECT CONTENT: Deals with cultural variables in the counseling relationship of six racial and ethnic groups: American Indians; Americans of African descent; Appalachian whites; Spanish heritage groups; Jewish Americans; Japanese Americans.

COMMENT: Presented at the American Personnel and Guidance Association Convention in Chicago, Illinois, March, 1972

400

CLASSIFICATION

02 .	03 .	.
.	.	.

AUTHOR: Vontress, Clemmont E. and Harold A. Thomas

CORPORATE AUTHOR:

TITLE: "Counseling Adults." Adult Leadership, Volume 17

PRICE: **DATE:** June, 1968 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:

Adult Learning
Adult Counseling
Adult Development
Human Development
Counseling Effectiveness

SUBJECT CONTENT: Vontress and Thomas discuss the importance of having adequately trained counselors who understand the ramifications of working with adults in a counseling and guidance capacity. He discusses various techniques and methods which are apropos to the adult counseling situation.

COMMENT:

CLASSIFICATION

02 . ______ 03 . ______ 07 . ______

AUTHOR: Williams, F. Neil and Louis E. Gillham

CORPORATE AUTHOR:

TITLE: "Personnel Practices in Community College Evening Programs." Adult Leadership, Volume 19

PRICE: DATE: May, 1970 3 PAGE(s)

SOURCE:

MEDIA: Journal

ORIENTATION:
Adult Development
Adult Counseling
Social Services
Pupil Personnel Services

SUBJECT CONTENT: The authors surveyed 35 selected, accredited, large public coeducational junior colleges of which 30 administrators returned the completed survey. The purpose of the survey was to summarize some of the existing personnel practices as they relate to the evening college in hopes that they will give persons who are responsible for junior college evening programs some appreciation for what others are doing. The results indicated: (1) over one-half indicated that day teachers are expected to teach evenings as part of their teaching load; those who wanted a separate faculty indicated the following reasons: (a) it takes a different mind orientation to teach adults; (b) say teachers are too tired to do an effective job; (c) most day teachers only teach evenings for the extra money they receive.

COMMENT:

CLASSIFICATION

02 . ______ ___ . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Williamson, E.G.

CORPORATE AUTHOR:

TITLE: Vocational Counseling: Some Historical, Philosophical and Theoretical Perspectives

PRICE: **DATE:** 1965 **PAGE(s)**

SOURCE: McGraw-Hill Book Company
New York, N.Y.

MEDIA: Book

ORIENTATION:

Counseling Theories
Vocational Counseling
Counseling Services
Guidance Programs
Counseling Philosophy

SUBJECT CONTENT: This book restricts itself to the emerging psychological specialty now referred to as counseling psychology. Materials and concepts preceeding the publication of Frank Parsons' monumental study, particularly the contributuions of the psychological measurement movement in the 1890's, are made readily available in textbook form. Throughout the discussion, the historical developments up to W.W. II are discussed in the context of philosophical and theoretical considerations of the role of counseling in American education and its unique effect on the American individual. The interweaving of philosophy, theory, and practice, and history provides the reader with an understanding of the technological developments leading to the current practice of indvidualized counseling.

COMMENT:

CLASSIFICATION

02.______ ____.______ ____.______

____.______ ____.______ ____.______

AUTHOR:

CORPORATE AUTHOR: Department of Education
University of Wisconsin, Milwaukee

TITLE: Transactional Analysis

PRICE: **DATE:** December, 1972 **PAGE(s)**

SOURCE: Shirley Wile, Asst. Professor Community Programs
University of Wisconsin-Extension, 600 W. Kilbourn Ave.
Milwaukee, Wisconsin 52303

MEDIA: Workshop

ORIENTATION: Based upon the book, I'm O.K.-You're O.K. Participants were helped to use transactional analysis as teaching and learning devices.

SUBJECT CONTENT: Transactional analysis as a teaching/learning tool.

COMMENT:

CLASSIFICATION

02 . ______ 03 . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Zahn, Jane C.

CORPORATE AUTHOR:

TITLE: "Difference Between Adults and Youth Affecting Learning."
Adult Education; Volume 17

PRICE: DATE: Winter, 1967 6 PAGE(s)

SOURCE:

MEDIA: Journal

ORIENTATION: Adult Learner Educational Counseling
Adult Development Human Development
Developmental Tasks

SUBJECT CONTENT: Zahn points out the essential differences between adults and youth affecting learning. They differ from the young in many ways that influence their learning. They have different body characteristics, different learning histories, different reaction speed, different attitudes, values, interests, motivations and personality. Therefore, those who are trying to help adults learn must be aware of these differences and adjust teaching and learning environment accordingly.

COMMENT:

BEST COPY AVAILABLE

03

Adult Education

CLASSIFICATION

03 . 01 07 . ____ ____ . ____

____ . ____ ____ . ____ ____ . ____

AUTHOR: Abrams, George H.

CORPORATE AUTHOR:

TITLE: First-Year Report Project Communi-Link

PRICE: **DATE:** 1971 78 **PAGE(s)**

SOURCE: Colorado State University, College of Humanities and Social Sciences
Department of Continuing Education
Fort Collins, Colorado

MEDIA: Report

ORIENTATION: Adult Program Development
Inter-organizational cooperation in the development of ABE programs for adults.

SUBJECT CONTENT: The first in a six-series report on the Colorado State University Communi-Link Project. This comprehensive report attempts to heighten the degree of effectiveness of literacy programs for under-educated native American and foreign-born adults.

COMMENT:

CLASSIFICATION

03 .

AUTHOR:

CORPORATE AUTHOR: Adult Education Association of the U.S.A.

TITLE: Priorities in Adult Education

PRICE:

DATE:

241 **PAGE(s)**

SOURCE: The Macmillan Company
866 Third Avenue
New York, N.Y. 10022

MEDIA: Book

ORIENTATION: Planning Adult Education

SUBJECT CONTENT: Tells how to bring people into the planning process, set up large and small group programs, work with volunteers and professionals and publicize programs.

COMMENT:

CLASSIFICATION

03 . 01 04 . 03

AUTHOR:

CORPORATE AUTHOR:

TITLE: A Guide to the Development of Vocational Education Programs and Services for the Disadvantaged (ED 035 743)

PRICE: MF .65
HC $3.29 **DATE:** October, 1969 33 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION: Vocational Education
Adult Counseling
Curriculum

SUBJECT CONTENT: A National Workshop on Vocational Education for the Disadvantaged was convened and resulted in this guide, which is intended to aid vocational educators in developing and conducting successful vocational education programs and services for the disadvantaged.

COMMENT:

CLASSIFICATION

03 . ______ 06 . 04 06 . 05

___ . ______ ___ . ______ ___ . ______

AUTHOR: Alioto, Robert F. and J. A. Jungherr

CORPORATE AUTHOR:

TITLE: Operational PPBS for Education: A Practical Approach to Effective Decision Making

PRICE: $11.95 DATE: 1971 324 PAGE(s)

SOURCE: Harper and Row Publishers, Inc.
49 East 33rd Street
New York, N.Y. 10016

MEDIA: Book

ORIENTATION:		
	Educational Strategies	Task Analysis
	Systems Approach	Budgeting
	Systems Analyses	Program Planning

SUBJECT CONTENT: This book is a practical guide for the introduction and installation of a Planning-Programming-Budgeting System. Part One describes the necessary components, suggests methods for achieving them, and illustrates some of the risks and problems involved in the developmental process. Part Two provides a detailed example of how to collect, analyze, and display the information needed for a viable PPB System. Part Three includes samples of forms and other materials developed by school districts to facilitate the implementation of a PPBS. The numerous techniques and strategies described provide a basis for evolving a PPBS suitable to individual school district needs. The importance of involving staff, community, and board members fully in the installation process and the advantages of beginning the transition to PPBS by capitalizing on information and procedures that already exist are stressed.

COMMENT:

CLASSIFICATION

03. ________ 05. ________ 06. ________

___. ________ ___. ________ ___. ________

AUTHOR:

CORPORATE AUTHOR: American Association for Higher Education

TITLE: "The External Degree." The Journal of Higher Education, Volume XLIV, No. 6

PRICE:

DATE: June, 1973

78 PAGE(s)

SOURCE:

MEDIA: Journal

ORIENTATION:

External Degree Programs
Non-traditional Education
Educational Strategies
Systems Approach

SUBJECT CONTENT: This special issue is devoted to the concept of the external degree and its ramifications and implications for non-traditional studies in education. Several authors have written on various aspects of the external degree. The authors include: K. Patricia Cross, Cyril O. Houle, Donn F. Vickers, Barbara H. Mickey, Jonathan R. Warren, and Howard R. Bowen. The main topics for discussion are: (1) the potential audience for the external degree; (2) the learning consultant: a response to the external degree learner; (3) designing the external degree program; (4) external degrees: coping with the problems of credit; (5) financing the external degree.

COMMENT:

CLASSIFICATION

03. ______ 07. ______ ____.______

____.______ ____.______ ____.______

AUTHOR:

CORPORATE AUTHOR: American Council on Education Special Report

TITLE: Higher Education and the Adult Student

PRICE:

DATE: December, 1972

5 **PAGE(s)**

SOURCE: American Council on Education (ACE)
One Dupont Circle
Washington, D.C. 20036

MEDIA: Booklet

ORIENTATION: Higher Education for Adults
Adult Learning

SUBJECT CONTENT: The Committee on Higher Adult Education of the American Council on Education has prepared an analysis of twelve significant issues and a set of recommendations directed to college administrators and faculty and to those outside the institutions whose decisions affect public and private support. The recommendations deal with the nature of the commitment an institution must make if it is to serve adult students, changes in institutional structures, the curriculum, the use of community resources and new technology, the use of credits and degrees, issues in accreditation and licensing policies, the maintenance of quality, the preparation of faculty and administrators, the filling of gaps in research, the costs and the role of adult education organizations.

COMMENT:

CLASSIFICATION

03 . ______ 06 . ______ 07 . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Applebaum, Leon and Higdon C. Roberts, Jr.

CORPORATE AUTHOR:

TITLE: An Analysis of Participants in a Long-Term Adult Education Program (ED 018 768)

PRICE: MF .65
HC $3.29

DATE: 1968

40 PAGE(s)

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:

Adults	Adult Development
Adult Learning	Adult Drop-Outs

SUBJECT CONTENT: This study was to investigate personal characteristics and social factors of successful students and drop-outs in the Union Leadership Program (3-year adult education program). In 1966-67, ULP had an enrollment of 400 students. The survey was administered in the Spring, 1966. A mailed questionnaire was used to collect the data. Some findings include: Successful students were older and identified with the working class; drop-outs identified with the middle class.

COMMENT:

CLASSIFICATION

03 . ______ 04 . ______ 07 . ______

AUTHOR: Barabas, Jean

CORPORATE AUTHOR:

TITLE: Women: Their Educational and Career Roles. An Annotated Bibliography of Selected ERIC References (ERIC - IRCD Urban Disadvantaged Series, No. 31) (ED 067 423)

PRICE: MF .65
HC $3.29 **DATE:** August, 1972 71 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:
- Working Women
- Women's Education
- Annotated Bibliographies
- Adult Education
- Career Choice

SUBJECT CONTENT: This annotated bibliography has been prepared to deal with the issue of women as a group whose realistic and creative contributions have often been hindered by traditional employment and social institutions. The listing encompasses document citations in Research in Education from November, 1966 through December, 1971, and journal citations in Current Index to Journals in Education from January, 1969 through December, 1971.

COMMENT:

CLASSIFICATION

03 . ______ 04 . ______ 06 . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Barlow, Gregory P.

CORPORATE AUTHOR:

TITLE: Employment and Recruitment Project for Vietnam-Era Veterans: Rural and Statewide Outreach Programs, Special Problems

PRICE: **DATE:** October, 1973 **PAGE(s)**

SOURCE: State of Washington, State Board for Community College Education
P. O. Box 1666
Olympia, Washington 98504

MEDIA: Paper

ORIENTATION:

Career Change
Adult Counseling
Adult Development
Vietnam Veterans
Community Colleges
Vocational Education
Manpower Utilization Program

SUBJECT CONTENT: The increasing number of Vietnam-Era veterans and the documented evidence that a large number of these veterans are leaving the military without the skills and training needed to compete in the civilian job market, thereby falling into the ranks of the unemployed demand that immediate action be initiated to deal with this growing crisis. The community college system has given the Vietnam-Era veterans top priority in recent months and as stated by the project director, "We used the force of law and great zeal to incorporate these veterans into the military. We should now use the same zeal as we actively recruit the veterans into a useful role in civilian life." This project deals specifically with six objectives: (1) employ from 86 to 221 additional Vietnam-Era veterans in the community college system by November 15, 1972; (2) establish a veterans' office on each of the 27 community college campuses; (3) provide systemwide coordination of comprehensive veterans' services on the community college campuses with the assistance of the State Board for Community College Education Veterans' Education Advisory Committee; (4) provide adequate and current information on veterans' services, G.I. benefits, etc.; (5) increase veterans receiving benefits from the 12,951 enrolled in the community colleges in the fall of 1971 to 18,000 by October, 1973; (6) develop a handbook which details procedures for recruitment, counseling, placement, and the establishment of a veterans' coordinating committee.

CLASSIFICATION

03 . ______ 07 . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Berne, Eric

CORPORATE AUTHOR:

TITLE: What Do You Say After You Say Hello?

PRICE: $1.95 **DATE:** 1972 465 **PAGE(s)**

SOURCE:
Bantam Book
53 East 11th Street
New York, New York, 10003

MEDIA: Book

ORIENTATI[illegible]
Transactional Analysis
Script Analysis
Life Scripts
Structural Analysis
Adult Psychology

SUBJECT CONTENT: This book is in direct succession to Berne's first book, Games People Play on the transactional approach, and outlines the new developments in thinking and practice which have taken place during the last five years, chiefly the rapid advance in script analysis which is one of the componets of Transactional Analysis. Berne attempts to present the basic tenets and precepts of script analysis in such a way that it is understandable to the non-professional as well as the professional. It is must reading for anyone wanting to understand the concepts of Script Analysis in Transactional Analysis.

COMMENT:

CLASSIFICATION

03 . ____________ 07 . ____________ ____ . ____________

____ . ____________ ____ . ____________ ____ . ____________

AUTHOR: Blocker, C., R.H. Plummer, R.C. Richardson

CORPORATE AUTHOR:

TITLE: The Two Year College: A Social Synthesis

PRICE: DATE: 1965 PAGE(s)

SOURCE: Prentice-Hall, Inc.
Englewood Cliffs, N.J.

MEDIA: Book

ORIENTATION:	Adult Learning	Social Change
	Community Service	Change Agentry
	Social Responsibility	Adult Education

SUBJECT CONTENT: This book discusses the sociological aspects of the community college, the private junior college, the technical institute, and the branch college. It views their structures and evaluates their contributions as dynamic organizations within the context of their responsibility to society. It begins with an analysis of the primary groups which mold and shape the two-year college as an institution, the general social milieu, the informal and legally organized groups outside the college, the students, and the faculty. From this base the study considers the three major adaptive responses of the college as an organization--administration, curriculum, instruction, and student personnel services. In conclusion, the fundamental issues faced by the two-year college are analyzed to develop the concept of an entity seeking to adapt to the social, educational, and economic needs of society.

COMMENT:

CLASSIFICATION

03 . 07 .

AUTHOR: Boone, Edgar J.

CORPORATE AUTHOR:

TITLE: "Adult Education: A Quest for Life." Community College Review, Volume 1, No. 1

PRICE: **DATE:** April, 1973 2 **PAGE(s)**

SOURCE: Community College Review

MEDIA: Journal

ORIENTATION: Need for continued development of the individual
Adult Learning

SUBJECT CONTENT: General statement of rationale for adult education.

COMMENT:

CLASSIFICATION

03 . ____ 07 . ____ 06 . ____

____ . ____ ____ . ____ ____ . ____

AUTHOR: Bulpitt, Mildred

CORPORATE AUTHOR:

TITLE: "The Adult Student." New Directions for Community Colleges: Understanding Diverse Students, Volume I, No. 3

PRICE: **DATE:** Autumn, 1973 14 **PAGE(s)**

SOURCE: Jossey-Bass, Inc., Publishers
615 Montgomery Street
San Francisco, CA 94111

MEDIA: Periodical (quarterly)

ORIENTATION: Adult Learning
Adult Development

SUBJECT CONTENT: Adult students of all ages and backgrounds are turning to community colleges to meet their needs, and formerly ancillary programs for them are now coming into their own. Adult students in the community college are vividly characterized together with the adjustments community colleges will have to make in order to cope with this increasing segment of the student body.

COMMENT:

CLASSIFICATION

03 . ______ 07 . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Bushnell, David S.

CORPORATE AUTHOR:

TITLE: Organizing for Change: New Priorities for Community Colleges

PRICE: **DATE:** 1973 **PAGE(s)**

SOURCE: McGraw-Hill Book Co., Inc.
New York, N.Y.

MEDIA: Book

ORIENTATION:		
	Adult Learning	Community Services
	Social Change	Adult Education
	Research Report	Career Education

SUBJECT CONTENT: This is one of two books dealing with a national research report of community junior colleges. A total of 956 colleges were surveyed to determine trends in community college priorities, governance, financial support, goals, and student personnel programs for the next decade. The author presents the research design, methodology, statistics and conclusions drawn from the study. Tables summarizing the statistical data are presented with explanations, inferences, and conclusions. The book is divided into the following chapters: (1) introduction, (2) the warp and woof of junior colleges: students and faculty; (3) institutional goals and priorities; (4) strategies for change; (5) barriers to change; (6) the pragmatic 70's; (7) methodology, questionnaires, innovative institutions index, preceptions of goals for the 70's.

COMMENT:

CLASSIFICATION

03 . ______ 07 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR:

CORPORATE AUTHOR: Carnegie Commission on Higher Education

TITLE: Less Time, More Options: Education Beyond the High School

PRICE: DATE: January, 1971 PAGE(s)

SOURCE: McGraw-Hill Book Co., Inc.
New York, N.Y.

MEDIA: Report

ORIENTATION:		
	Adult Learning	Career Education
	Adult Development	Adult Education
	Research Report	Career Development

SUBJECT CONTENT: This report examines and makes recommendations concerning a topic that is central to every other aspect of higher education, the general flow of students into and through the formal structure of higher education in the United States and the key role played by degrees in this flow. Recommendations are set forth calling for basic changes in the pattern of this flow. The report proposes increasing the effective options available to students who do not go on to college. This is not to suggest that the commission assumes that the only possible choice is between college courses with curricula as now structured and dropping out. The report deals with the options that one has, or should have in today's educational system.

COMMENT:

CLASSIFICATION

03 . ______ 07 . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR:

CORPORATE AUTHOR: Carnegie Commission on Higher Education

TITLE: The Open-Door College: Policies for Community Colleges

PRICE: **DATE:** June, 1970 **PAGE(s)**

SOURCE: McGraw-Hill Book Co.
New York, N.Y.

MEDIA: Report

ORIENTATION:

Community Service	Community Colleges
Social Change	Adult Education
Research Report	Counseling and Guidance

SUBJECT CONTENT: This report discusses the role of the community college, which comprise the fastest growing segment of higher education in the United States, and proposes policies for their future development. It presents new projections of enrollment in two-year institutions of higher education on a state-by-state basis to 1980 and on a national basis to the year 2000, as well as estimates of needs for additional community colleges by 1980. The report seeks to blend into a coherent, overall policy the current practices and proposals which, on the basis of experience and careful evaluation, have the greatest merit.

COMMENT:

CLASSIFICATION

03 . ______ 07 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR:

CORPORATE AUTHOR: Carnegie Commission of Higher Education

TITLE: Toward a Learning Society--Alternative Channels to Life, Work and Service.

PRICE: $2.95 **DATE:** November, 1973 112 **PAGE(s)**

SOURCE: McGraw-Hill Book Company
Hightstown, New Jersey 08520

MEDIA: Report

ORIENTATION: Higher Education Program Planning
Research Report Employability
Non-Traditional Studies

SUBJECT CONTENT: This report faults higher education for favoring relative minority of youthful middle-class students and neglecting needs of older persons, working youth, housewives, and mature employed individuals. The study finds traditional four-year college education well suited to needs of some students, but unsuited to needs of others who require alternative paths for fruitful lives. It estimated that from five to twelve percent of college students enrolled in full-time courses are "reluctant attenders" who continue academic studies to please parents or because they lack other tasks. One main point argued by the commission is present day stress upon four-year degrees and prestige accompanying traditional college study has created a distorted sense of values which permit children of comfortable middle-class to enjoy highly subsidized higher educations while those of lower income groups are denied similar opportunity. Major recommendations call for higher education to be structured to permit all to drop in and out of learning situations, for greater dispersion of higher education facilities to bring them closer to people and their lives, greater opportunity for part-time study for full-time workers, for retraining of those whose skills have become obsolete.

CLASSIFICATION

03 . ________ 04 . ________ 02 . ________

___ . ________ ___ . ________ ___ . ________

AUTHOR: Circle, Duncan F.

CORPORATE AUTHOR:

TITLE: The Career Information Service: A Guide to its Development and Use

PRICE: DATE: May, 1968 416 PAGE(s)

SOURCE: State Department of Education, Bureau of Vocational Education
182 Tremont Street
Boston, Massachusetts 02116

MEDIA: Book

ORIENTATION: Developing a career information service

SUBJECT CONTENT: Theoretical background for the Services, describes the projects as developed in Newton, Massachusetts and presents guidelines for the development of similar services in other school systems; also includes a major bibliographic index of materials assembled and used in the Career Resource Center. Career information library; Job placement service; Follow-up service.

COMMENT:

CLASSIFICATION

03.

07.

AUTHOR: Clark, Burton

CORPORATE AUTHOR:

TITLE: Adult Education in Transition: A Study of Institutional Security

PRICE:

DATE: 1968

PAGE(s)

SOURCE: University of California Press
Berkeley, California

MEDIA: Book

ORIENTATION:

Adult Learner
Social Change
Adult Education
Community Colleges
Career Education
Social Responsibility
Community Services

SUBJECT CONTENT: Clark discusses some of the aspects of the role and scope of adult education programs in community colleges. Adult education programs rarely enjoy the same degree of security and recognition given to the regular programs. Clark coined the term "marginally" to describe the insecure position of adult edcuation on many community college campuses. In times of economic crisis, most community colleges will undoubtedly reduce the number of offerings in the evening college before the curtailment of the day program. A rapidly changing society has created the need for continuing education. If the adult is to survive and enjoy a reasonable happy life, then he must learn how to accept and to adjust to new models of working and living.

COMMENT:

CLASSIFICATION

03 . ______ 07 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Cohen, Arthur M. and Florence B. Brauer

CORPORATE AUTHOR:

TITLE: Confronting Identity: The Community College Instructor

PRICE: **DATE:** 1972 **PAGE(s)**

SOURCE: Prentice-Hall, Inc.
Englewood Cliffs, New Jersey

MEDIA: Book

ORIENTATION:

Adult Development	Teaching Procedures
Training	Educational Strategies
Instructional Systems	Systems Approach
Systems Analyses	

SUBJECT CONTENT: This book is addressed to the community college instructor. It is concerned with the effect of his teaching on his students, defining his role as that of "a person engaged in bringing about changes in other people." After explaining "identity" and "maturity" in terms of personal-social development, the authors show how the effective instructor accepts responsibility for the learning manifested by his students. This requires awareness, a sense of purpose, and a constant striving for professional integrity. The major theme of the book is the integration of the individual's personal identity with his sense of professionalism. Awareness of one's identity is invariably built on many dimensions--his own modes of functioning, his sense of goal and direction, and his perception of how he is viewed by others.

COMMENT:

CLASSIFICATION

03. ____ 04. ____ 07. ____

____. ____ ____. ____ ____. ____

AUTHOR: Cole, Nancy S.

CORPORATE AUTHOR:

TITLE: On Measuring the Vocational Interest of Women
(ED 060 821)

PRICE: MF .65
HC $3.29

DATE: March, 1972

16 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:
Vocational Counseling
Career Planning
Working Women
Feminism
Women's Education

SUBJECT CONTENT: It is the purpose of this paper to consider the possibility of eliminating the pattern of women entering only traditionally women's vocations by examining the structure of women's interests in terms of inventory scales and occupational groups; to compare this structure with that found for men; and to suggest what inferences can be made from women's interests to the entire career spectrum.

COMMENT:

CLASSIFICATION

03 . ______ 07 . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Coleman, James S.

CORPORATE AUTHOR:

TITLE: "How Do the Young Become Adults?" Phi Delta Kappan, Volume LIV, No. 4

PRICE: **DATE:** December, 1972 5 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:

Adult Development	Social Development
Adult Learning	Human Development
Developmental Tasks	

SUBJECT CONTENT: The author identifies three formal institutions that are important in examining the changes that are occuring in the way youth are brought to adulthood: (1) school; (2) family; (3) workplace. The family has gone through two major transitions that sharply limit its occupational training of the young: (1) The father went out to work, into a shop or an office, and thus began to carry out his major productive activities away from home behind the closed doors of an organization; (2) Mother went out to work or otherwise stopped carrying out her major productive activities in the home. The major changes in the workshop are: away from small organizations to large ones; away from ad hoc informal hiring practices to formal procedures with formal credentials required of applicants; away from using children in secondary and service activities toward excluding them from workplaces under the guise of "protection"; away from jobs requiring low educational credentials toward jobs requiring more education; away from loosely organized occupational settings in which worker participated with varying schedules and varying amounts of time to a rigidly defined "full-time job" with a fixed schedule and fixed time commitment. As these changes occured the school began to take on two additional functions: (1) provide occupational training; (2) provide education in life skills concepts.

CLASSIFICATION

03 . ______ 04 . ______ 07 . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR:

CORPORATE AUTHOR: Commission on Non-Traditional Study

TITLE: Diversity by Design (Not Yet Published)

PRICE: **DATE:** **PAGE(s)**

SOURCE: Educational Testing Service
Rosedale Road
Princeton, New Jersey 08540

MEDIA: Report

ORIENTATION: A study of educational alternatives for post-secondary education
Career Education Adult Development

SUBJECT CONTENT: Recommendations for alternative methods and systems for education. See The Chronicle of Higher Education, Volume VII, No. 18, February 5, 1973 for summary.

COMMENT: A two-year study sponsored by Educational Testing Service and College Entrance Examination Board. The work of the Commission is completed.

CLASSIFICATION

03 . 04 .

AUTHOR:

CORPORATE AUTHOR: Comptroller General of the U.S., Washington, D.C.

TITLE: Most Veterans Not Completing Correspondence Courses--More Guidance Needed From the Veteran's Administration: Report To The Congress (ED 061 514)

PRICE: MF .65
HC $3.29

DATE: March, 1972

23 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:
Adult Education
Correspondence Courses
Counseling and Guidance
Research Report
Veterans
Educational Strategies

SUBJECT CONTENT: Because of the indications that many veterans were not completing correspondence courses, and apparently were not fulfilling their educational and vocational objectives, questionnaires were sent to 1,380 randomly selected veterans to identify factors affecting their selection and completion of correspondence courses. On the basis of 1,000 replies, it was found that: (1) about 84% of those who did not complete their courses had paid for uncompleted courses, and had not been reimbursed; (2) of the 16,000 veterans who did not complete correspondence courses, it is estimated that 134,000 incurred costs of $24 million for the uncompleted lessons; (3) most veterans had enrolled in correspondence courses to learn new skill, improve existing skills, or earn more money; (4) major reasons given for not completing courses were: insufficient time, loss of interest, the courses had not been what had been expected, and the courses were too difficult; (5) only about 1% took advantage of VA education and vocational guidance; (6) over half of the veterans said that the VA should provide more advice and assistance on course requirements, value of a course to an applicant, the number of veterans completing various subjects, and their suitability for certain courses or vocations as determined by aptitude tests.

CLASSIFICATION

03 . ____ 02 . ____ 04 . ____

07 . ____ __ . ____ __ . ____

AUTHOR: Connolly, John J.

CORPORATE AUTHOR:

TITLE: "New Careers: A Challenge to Adult Education." Adult Leadership, Volume 21, No. 6

PRICE: **DATE:** December, 1972 2 **PAGE(s)**

SOURCE: Adult Education Association of the U.S.A.
810 - 18th Street, N.W.
Washington, D. C. 20006

MEDIA: Journal

ORIENTATION: The New Careers model, while not a new arrival upon the scene, can provide some solutions to some of today's adult educational needs.

Career Change

SUBJECT CONTENT: Explanation and support of the New Careers model in relation to adult education.

COMMENT:

CLASSIFICATION

03 . ______ 07 . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Cross, Patricia K.

CORPORATE AUTHOR:

TITLE: The Junior College Student: A Research Description

PRICE: **DATE:** 1968 **PAGE(s)**

SOURCE: Educational Testing Service
Princeton, New Jersey

MEDIA: Book

ORIENTATION:

Adult Learners	Community College Students
Research Report	Adult Education
Counseling Programs	Adult Development

SUBJECT CONTENT: This research report is directed to faculty and administrators working to make the junior college experience more rewarding to the student. It is not a critique of past research nor is it written in the technical and precise language of the behavioral scientist. Rather, the author has attempted to present a generalized research picture that may serve as a framework to test hypotheses about characteristics of community college students. The picture that emerges is not that of any individual junior college student, but of a mythical one whose sole distinction is that he shares more characteristics with his junior college peers than is likely for any real human being. One of the author's main conclusions from the study is the fact that very little research has been done on the part-time adult student. Counselors need to know more about his background and motivations and a greater understanding of his problems in resuming his education, including the conflicting demands on the time and energy available for study.

COMMENT

CLASSIFICATION

03.______ 04.______ ___.______

___.______ ___.______ ___.______

AUTHOR:

CORPORATE AUTHOR:

TITLE: Current Index to Journals in Education (CIJE)

PRICE: $44.00 Annually DATE: PAGE(s)

SOURCE: CCM Information Corporation
866 Third Avenue
New York, N.Y. 10022

MEDIA: Periodical (monthly)

ORIENTATION: Monthly publication citing and indexing current articles in the journal literature

SUBJECT CONTENT: Detailed indexing for articles appearing in more than 500 education and education-related journals.

COMMENT:

CLASSIFICATION

03 . 04 . 07 .

AUTHOR: Davenport, Lawrence and Reginald Petty

CORPORATE AUTHOR:

TITLE: Minorities and Career Education

PRICE: **DATE:** 1973 123 **PAGE(s)**

SOURCE: The House of Haynesworth
Columbus, Ohio

MEDIA: Book

ORIENTATION: Exploration and Implications of Career Education for Minorities in the U.S.
Women's Education Human Development

SUBJECT CONTENT: Career education in relation to minorities, women, community colleges, counselors, and professional preparation.

COMMENT:

CLASSIFICATION

03. ____ 07. ____ ____. ____

____. ____ ____. ____ ____. ____

AUTHOR: Decker, Larry E.

CORPORATE AUTHOR:

TITLE: Foundations of Community Education

PRICE: **DATE:** 1972 85 **PAGE(s)**

SOURCE: Pendell Publishing Company
Midland, Michigan

MEDIA: Book

ORIENTATION: Development of community education theory and the history of its implementation.
Community Service Programs Social Change

SUBJECT CONTENT: Place of education; The Community and Education; Community Education and the Community School; Evolution of Community Education Philosophy; Historical Implementation of Community Education.

COMMENT:

CLASSIFICATION

03 . ______ 04 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Deep, Donald

CORPORATE AUTHOR:

TITLE: "Individualized Learning for Adults--The ILA Project."
Adult Leadership, Volume 20, No. 8

PRICE: DATE: February, 1972 4 PAGE(s)

SOURCE: Adult Education Association of the U.S.A.
810 - 18th Street, N.W.
Washington, D.C. 20006

MEDIA: Journal

ORIENTATION: Individualized Learning for Adults (ILA) Project is designed to meet the specific goals of each student.
Teaching Procedures Educational Strategies

SUBJECT CONTENT: ILA Instructional System; Educational Opportunities for Older People; Education for Teachers and Personnel Serving Older People; Education for Gainful Employment; Educational Training Support.

COMMENT:

CLASSIFICATION

03 . ______ 03 . 02 ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Dickinson, James Gary

CORPORATE AUTHOR:

TITLE: Patterns of Participation in a Public Adult Night School Program (ED 01871)

PRICE: MF .65
HC $3.29

DATE: August, 1966

122 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:

Adults	Instructional Systems
Adult Learning	Adult Development

SUBJECT CONTENT: A study to determine whether retention in public adult evening schools is related to S.E. Characteristics of participants or to the pattern, nature, and length of courses. The data was derived from 2,075 students attending British Columbia University, Vancouver, B.C. The data was tested by Chi Square. Statistically significant differences was shown in age, sex, marital status and occupation. Different students were enrolled for academic, general and vocational programs. Charts and bibliography are included. These findings were presented at the National Seminar on Adult Education Research, Chicago, February, 1968.

COMMENT:

CLASSIFICATION

03. ________ 07. ________ ____.________

____.________ ____.________ ____.________

AUTHOR: Dooley, Bobby Joe and William F. White

CORPORATE AUTHOR:

TITLE: "Motivational Patterns of a Select Group of Adult Evening College Students." Journal of Educational Research, Volume 62, No. 2

PRICE: **DATE:** October, 1968 1 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION: Adult Learning
Adult Development

SUBJECT CONTENT: Motivational patterns of a select group of 70 adult evening college students were examined with the Motivational Analysis Test. Table and ten references included.

COMMENT:

CLASSIFICATION

03.______ 07.______ ___.______

___.______ ___.______ ___.______

AUTHOR: Evans, N. Dean and Ross L. Neagley

CORPORATE AUTHOR:

TITLE: Planning and Developing Innovative Community Colleges

PRICE: **DATE:** 1973 **PAGE(s)**

SOURCE: Prentice-Hall, Inc.
Englewood, Cliffs, N. J.

MEDIA: Book

ORIENTATION:

Adult Learner	Systems Approach
Adult Development	Systems Analysis
Educational Strategies	Curriculum
Job Analysis	

SUBJECT CONTENT: This book is a step-by-step guide for board members, citizens' groups, and college administrators to help them develop innovative two-year college strategies. The authors have compiled the first practical handbook to help all those involved with community colleges to seek creative solutions to problems which are entirely new to the educational field. Featured in this book are practical and workable approaches to: local need studies, necessary funding, selecting the board of trustees, the position of the president, filling other key positions, designing systematic instruction, planning campus facilities, using the new educational technology, systems approach in designing and planning curriculum programs.

COMMENT:

CLASSIFICATION

03.	07.	02.
.	.	.

AUTHOR: Ewalt, Della C.

CORPORATE AUTHOR:

TITLE: Continuing Education for Women in Ohio: A Study Project of the Ohio Division, American Association of University Women (ED 021 196)

PRICE: MF .65
HC $3.29

DATE: April, 1965

43 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:
Women's Education
Adult Learner
Adult Counselor

SUBJECT CONTENT: Personal and socioeconomic backgrounds, educational motivation, preferred kinds of programs and fields of study, felt needs for guidance and counseling, information on women in colleges (faculty, administrators, students).

COMMENT:

CLASSIFICATION

03 . ________ 07 . ________ 04 . ________

AUTHOR: Eyre, Gary A.

CORPORATE AUTHOR:

TITLE: Career Renewal for Adults through Education

PRICE: DATE: January, 1972 13 PAGE(s)

SOURCE: National Advisory Council on Adult Education
7th and D Streets, S. W.
Washington, D. C. 20202

MEDIA: Paper

ORIENTATION: Career education for adults
Adult Learning

SUBJECT CONTENT: Concerns, positions and recommendations about the way in which adult education and career education relate and coexist.

COMMENT:

CLASSIFICATION

03 . ________ 07 . ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR: Fairbank, Jane D. and Susan G. Bell

CORPORATE AUTHOR:

TITLE: Second Careers for Women: A View from the San Francisco Peninsula (ED 059 429)

PRICE: MF .65
HC $3.29 **DATE:** October, 1971 97 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P. O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:

Working Women
Women's Education
Adult Learning
Housewives
Adult Education Programs
Workshops

SUBJECT CONTENT: The Second Careers for Women Conference is discussed as to its evolution and place in the scheme of continuing education programs for women. Opportunities in the following fields were discussed: Teaching, Educational Administration and Education Research, Counseling, Guidance and Clinical Psychology, Social Work, Library Service, Communications, Performing Arts, Fine and Applied Arts, Environmental Planning and Design, Law and Politics, Business and Finance, Paramedical Services, Medical and Biological Sciences, Physical Sciences, Engineering and Mathematics, and Computer Science-Data Processing.

COMMENT:

CLASSIFICATION

03 . ____ 07 . ____ 02 . ____

06 . ____ ____ . ____ ____ . ____

AUTHOR: Farmer, Martha L.

CORPORATE AUTHOR:

TITLE: Student Personnel Services for Adults in Higher Education

PRICE: **DATE:** 1967 210 **PAGE(s)**

SOURCE: The Scarecrow Press, Inc.
Metuchen, New Jersey

MEDIA: Book

ORIENTATION: Reference work on personnel services in evening colleges
Adult Counseling Adult Learner
Pupil Personnel Services Job Placement

SUBJECT CONTENT: Papers on historical background of evening colleges on student personnel services, administrative organization, admissions, student activities, counseling, placement, training of personnel workers, service to business, industry and labor, financial aid and the implications of automation and cybernation for evening education and for the personnel and guidance profession.

COMMENT:

CLASSIFICATION

03 . ______ 02 . ______ 07 . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Farmer, Martha L.

CORPORATE AUTHOR:

TITLE: "Student Personnel Services in Evening Colleges." Journal of College Student Personnel, Volume 3

PRICE: DATE: March, 1962 3 PAGE(s)

SOURCE:

MEDIA: Journal

ORIENTATION:
Adult Development
Adult Counseling
Pupil Personnel Services

SUBJECT CONTENT: Farmer's 1959 study of "Student Personnel Services in Evening Colleges" received responses from ninety-three member institutions of the Association of University Evening Colleges (AUEC). Farmer found that: 33% of the schools had well-developed student personnel and student activity programs, 20% had a partially developed program, 18% had joint day-evening programs, 29% had no student personnel programs.

COMMENT:

CLASSIFICATION

03 . ______ 07 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Flaugher, Ronald L. and Others

CORPORATE AUTHOR:

TITLE: Credits by Examination for College Level Studies, An Annotated Bibliography

PRICE: $3.00 **DATE:** 1967 230 **PAGE(s)**

SOURCE: The College Entrance Examination Board
Box 592
Princeton, New Jersey 08540

MEDIA: Book

ORIENTATION: Adult Learning
Human Development
Adult Development

SUBJECT CONTENT: Contains 308 items on transfer students and transfer policy, student accreditation by examination, and sources of instruction for unaffiliated students.

COMMENT:

CLASSIFICATION

03 . ______ 04 . ______ 07 . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Frank, Dr. Boris

CORPORATE AUTHOR:

TITLE: 360 Degree Adult Career Education

PRICE: **DATE:** March 15, 1973 **PAGE(s)**

SOURCE: University of Wisconsin, WHA TV
821 University Avenue
Madison, Wisconsin 53706

MEDIA: TV/Radio/Newspaper

ORIENTATION: Improving total life
Adult Development
Career Education

SUBJECT CONTENT: A home based, multi-media adult career education program: 30 minute TV show; weekly 3-1/2 minute radio series; Biweekly newspaper called Grit; Focus: career education in terms of improving the total life of the disadvantaged adult. Offers information on "day care," "equal job opportunities," "the adult as a student."

COMMENT:

CLASSIFICATION

03 . ______ 07 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Gleazer, Edmund J., Jr.

CORPORATE AUTHOR:

TITLE: Project Focus: A Forecast Study of Community Colleges

PRICE: **DATE:** 1973 **PAGE(s)**

SOURCE: McGraw-Hill Book Co., Inc.
New York, N.Y.

MEDIA: Book

ORIENTATION:
Adult Learner
Research Report
Adult Education
Adult Development
Community Services
Student Personnel Programs

SUBJECT CONTENT: This is one of two books dealing with a national research report of community junior colleges. A random sample of 100 community and junior colleges were visited by the author. Interview included faculty members, students, administrators, board members, and legislators to determine priorities for the community colleges during the next decade. The book is divided into the following major topics: (1) Changes in the student population to be served; (2) Changes in how they are served; (3) Changes in organization of governance; (4) Shifts in financial support; (5) Trends in community relations.

COMMENT

CLASSIFICATION

03 . ______ 07 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Goodwin, Leonard

CORPORATE AUTHOR:

TITLE: Do The Poor Want To Work?

PRICE: DATE: 1972 178 PAGE(s)

SOURCE: The Brookings Institute
1775 Massachusetts Avenue, N.W.
Washington, D.C. 20036

MEDIA: Book

ORIENTATION: Work Values; Work Orientation; Social Services; Psychological Variables; Ethnic and Minority Reference Groups

SUBJECT CONTENT: The author describes a social-psychological study of work orientations by culturally disadvantaged adults conducted under the auspices of the Brookings Institute during 1971-1972. How poor people, especially, Black recipients of public welfare, feel about work is the main issue addressed in the study. The study addressed itself to nine conceptual areas of work: (1) life aspirations, (2) work ethic, (3) lack of confidence to succeed in work world, (4) acceptability of quasi-illegal activities, (5) acceptablility of welfare, (6) work beyond need for money, (7) train to improve ability of poor, (8) work when on welfare, and (9) job discrimination.

COMMENT:

CLASSIFICATION

03 . ________ 04 . ________ 02 . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR: Gould, Karolyn R.

CORPORATE AUTHOR:

TITLE: Career Mobility for Paraprofessionals in Human Service Agencies

PRICE: **DATE:** December, 1969 151 **PAGE(s)**

SOURCE: National Committee on Employment of Youth (NCEY)
145 East 32nd Street
New York, New York 10016

MEDIA: Paper

ORIENTATION: Study of roles of paraprofessionals in human services
Career development
Career education

SUBJECT CONTENT: General information about the NCEY training program, and a study of the effectiveness

COMMENT:

CLASSIFICATION

03 . 04 . 07 .

02 . . .

AUTHOR: Gray, Page

CORPORATE AUTHOR:

TITLE: "Self-Image--An Integral Part of Vocational Training."
Adult Leadership, Volume 21, No. 10

PRICE: **DATE:** April, 1973 331 **PAGE(s)**

SOURCE: Adult Education Association of the U.S.A.
810 - 18th St., N. W.
Washington, D.C. 20006

MEDIA: Journal

ORIENTATION: Self-esteem helps to dispel despair and create the hope, not only of employment, but also of promotion on merit.
Adult Development Adult Counseling

SUBJECT CONTENT: Positive need in vocational training for emphasis on speech, grooming, job-seeking areas.

COMMENT:

CLASSIFICATION

03 . ______ 04 . ______ 02 . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Greenberg, Gilda M.

CORPORATE AUTHOR:

TITLE: "An Approach to Teaching a Course: Psychology of the Disadvantaged." Adult Leadership, Volume 20, No. 9

PRICE: DATE: March, 1972 4 PAGE(s)

SOURCE: Adult Education Association of the U.S.A.
810 - 18th St., N. W.
Washington, D.C. 20006

MEDIA: Journal

ORIENTATION: Description of a successful procedure for understanding human behavior.
Teaching Procedures Educational Strategies

SUBJECT CONTENT: Objectives, the Process, Field Project, Techniques, Conclusions.

COMMENT:

CLASSIFICATION

03 . 01　　04 . 02

AUTHOR: Gubler, Brent H.

CORPORATE AUTHOR:

TITLE: Report on Community Planning for Adult Training, Education and Employment

PRICE:　　**DATE:** 1971　　167 **PAGE(s)**

SOURCE: Utah State Board of Education
136 E.S. Temple St.
Salt Lake City, Utah 84111

MEDIA: Report

ORIENTATION:
Career Development
Training
Adult Development

SUBJECT CONTENT: A summary report of a five-day workshop on community planning for adult training, education and employment. Participants included representatives from the Utah State Board of Education, State Departments of Employment, Security & Social Services and Manpower Planning. The Microville simulation-game training model was used.

COMMENT:

CLASSIFICATION

03 .	06 . 03	06 . 06
.	.	.

AUTHOR: Hale, James M. and Curtis Ulmer

CORPORATE AUTHOR:

TITLE: Administrator's Guide To Training Paraprofessionals

PRICE: **DATE:** 1972 62 **PAGE(s)**

SOURCE: Prentice-Hall Inc.
Englewood Cliffs, New Jersey

MEDIA: Booklet

ORIENTATION:

Training	Paraprofessionals
Systems Approach	Curriculum
Educational Strategies	Instructional Systems

SUBJECT CONTENT: This guide provides general information that can be of assistance to administrators who are contemplating use of paraprofessionals, as well as, to those administrators who already have some in their schools. It is not the intention of the author to attempt a detailed study of the movement thus far, neither will there be found summations of research dealing with the use of paraprofessionals. The contents provide a general overview of how such a program could be initiated and operated. Among matters discussed are recruitment, training, personnel utilization, and career advancement. The emphasis is that of a "down-to-earth" approach. Suggestions included are just simply stated guidelines that could be utilized in training of paraprofessionals. The booklet is divided into the following sections: (1) why the term paraprofessional?; (2) board of education policy; (3) state certification; (4) recruitment and selection; (5) the adult as a learner; (6) training program; (7) the Minneapolis program-an overview; (8) career ladders; (9) job outline for auxilary personnel teacher aide; (10) the paraprofessional and his work assignment; (11) evaluation.

CLASSIFICATION

03 . 01　　07 . 03　　___ . ______

___ . ______　　___ . ______　　___ . ______

AUTHOR: Hand, Samuel E.

CORPORATE AUTHOR:

TITLE: Adult Education: A Review of Physiological and Psychological Changes in Aging and Their Implications for Teachers of Adults

PRICE:　　**DATE:** 1957　　31 **PAGE(s)**

SOURCE: State Department of Education
Division of Vocational and Adult Education
Tallahassee, Florida

MEDIA: Pamphlet

ORIENTATION:
Curriculum
Older Adults
Human Development

SUBJECT CONTENT: This report is directed to the needs of the teacher of senior adults in adult education programs. Information is provided on learning capacities and physical and psychological skills and activities of the senior adult. A bibliography is included.

COMMENT:

CLASSIFICATION

03 . ______ 07 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Harlacher, Ervin L.

CORPORATE AUTHOR:

TITLE: "California's Community Renaissance."
Junior College Journal, Volume 34

PRICE: DATE: May, 1964 5 PAGE(s)

SOURCE:

MEDIA: Journal

ORIENTATION: Community Service Adult Development
Adult Education Manpower Utilization

SUBJECT CONTENT: Harlacher maintains one of the trends in community services will be in the direction of cultural growth. California communities are experiencing a cultural, social, and intellectual renaissance. Much of the credit for the community rebirth is due to California's public community college and their programs of community services.

COMMENT:

CLASSIFICATION

03 . ______ 07 . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Harlacher, Ervin L.

CORPORATE AUTHOR:

TITLE: "New Directions in Community Services: What's Past is Prologue." Junior College Journal, Volume 38

PRICE:

DATE: 1968

6 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:

Community Service
Educational Strategies
Social Responsibility
Task Performance

SUBJECT CONTENT: Harlacher discusses the importance of the function of community services in the community college. In order to meet the needs of the community of which the community college is designed to serve, it is necessary to design the types of programs and courses which are relevant to the needs of the population in the community. He discusses current trends in community service education.

COMMENT:

CLASSIFICATION

03 . 07 .

AUTHOR: Harlacher, Ervin L.

CORPORATE AUTHOR:

TITLE: The Community Dimension of the Community College

PRICE: **DATE:** 1969 **PAGE(s)**

SOURCE: Prentice-Hall, Inc.
Englewood Cliffs, New Jersey

MEDIA: Book

ORIENTATION:

Community Service	Adult Learner
Systems Analysis	Task Analysis
Social Responsibility	Community Colleges

Manpower Utilization Program

SUBJECT CONTENT: This book describes and analyzes the relationship between the community college and the local community. It discusses community services programs and the organizational patterns they reveal, and explores the various types of services that can be offered. The book begins with an examination of community colleges and the history of their community services function. Chapter 11 defines community services and discusses their implementation, expansion, and objectives. The chapter analyses the major problems and issues involved and the solutions that have been employed in dealing with them. The book concludes with a discussion of future trends for community services in two-year institutions and a projection of the anticipated growth of the service function to come.

COMMENT:

CLASSIFICATION

03 . ______ 05 . ______ 06 . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Hartley, Harry J.

CORPORATE AUTHOR:

TITLE: Educational Planning-Programming-Budgeting: A Systems Approach

PRICE: DATE: 1968 285 PAGE(s)

SOURCE: Prentice-Hall, Inc.
Englewood Cliffs, New Jersey

MEDIA: Book

ORIENTATION:		
	Program Planning	Systems Approach
	Systems Analysis	Educational Strategies
	Budgeting Procedures	Adult Education Programs

SUBJECT CONTENT: This book is a study which propounds the application of the concept of program budgeting to the field of educational planning as a more forceful and purposeful means of defying and realizing the goals, methods, and procedures of modern educational practice. Employing the concept of program budgeting, it develops a method for education planning which illustrates how the human and material resources which are allocated for education can be better utilized to support clearly defined instructional programs. Program budgeting is described in concise, understandable terms as a practical means of focusing upon the rationale of a school and its educational programs. Systems analysis, by augmenting rational judgment and extending the time horizon in educational planning, is portrayed as a way for educators to master their future instead of merely reacting to and being controlled by it.

COMMENT:

CLASSIFICATION

03 . ____________ 05 . ____________ 06 . ____________

___ . ____________ ___ . ____________ ___ . ____________

AUTHOR: Havelock, Ronald G. and Mary C. Havelock

CORPORATE AUTHOR:

TITLE: Training for Change Agents: A Guide to the Design of Training Programs in Education and Other Fields

PRICE: **DATE:** 1973 239 **PAGE(s)**

SOURCE: The University of Michigan
Institute for Social Research
Ann Arbor, Michigan

MEDIA: Book

ORIENTATION:

Educational Strategies	Change Agentry
Systems Approach	Systems Analysis
Training	Adult Education
Instructional Systems	

SUBJECT CONTENT: This book is intended for use by change agents and change agent trainers in all levels of education and in other human service areas where specialized resource helping and linking roles are being developed. Part One provides a framework for the design of programs to train change agents in the skills of helping and of resource utilization. Part Two presents some alternative models of such training programs. The book provides an orientation to training content and structural issues before beginning to design a program; second it serves as a reference on program components and third it is useful as an evaluation checklist after a program has been drafted and put into operation.

COMMENT:

CLASSIFICATION

03 .

07 . 03

AUTHOR: Hendrickson, Andrew (editor)

CORPORATE AUTHOR:

TITLE: A Manual on Planning Educational Programs for Older Adults

PRICE:

DATE: 1973

177 **PAGE(s)**

SOURCE: Florida State University
Department of Adult Education
Tallahassee, Florida

MEDIA: Book

ORIENTATION:

Older Adults
Adult Learning
Social Change
Educational Strategies
Developmental Tasks
Manpower Utilization Program

SUBJECT CONTENT: This book is essentially a compendium of addresses and resource documents taken from reports of three Institutes on Education for Aging held at Florida State University, 1969, 1971, and 1972, together with other material. The book is divided into the following major sections: (1) Understanding the older adult and his needs; (2) Counseling and teaching the older adult; (3) Planning programs and using resources.

COMMENT:

CLASSIFICATION

03 . ______ 07 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Hesburgh, Theodore M., Paul A. Meller, and Clifton R. Wharton, Jr.

CORPORATE AUTHOR:

TITLE: Patterns for Lifelong Learning

PRICE: $7.75 DATE: October, 1973 PAGE(s)

SOURCE: Jossey-Bass Inc., Publishers
615 Montgomery Street
San Francisco, California 94111

MEDIA: Book

ORIENTATION:

Adult Education	Lifelong Education
Community Services	New Life Styles
Adult Development	Curricula
Social Changes	

SUBJECT CONTENT: This book is in the forefront of modern thought concerning lifelong education in a learning society. In order to expand the role of colleges in adult and continuing education, the book suggests basic strategies, such as making it easier to enter and leave college, establishing curriculums which teach students to be self-learners, and setting up programs which are student oriented rather than institution oriented. It also offers action programs which every administrator can put into effect. The book is divided into the following sections: (1) continuing education and the future; (2) universities and the learning society; (3) the lifelong university. Colleges and universities must take the lead in filling this need of lifelong learning and in establishing a true learning society. Three distinct explorations, headed by three university presidents, working individually and collectively, establish a philosophical basis for a learning society and provide concrete recommendations for action.

COMMENT:

CLASSIFICATION

03 . ______ 07 . ______ 02 . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Hoffman, Fred W.

CORPORATE AUTHOR:

TITLE: "Personnel Services for Adults." The Bulletin of the National Association of Secondary School Principals, Volume 52

PRICE:

DATE: January, 1968

8 PAGE(s)

SOURCE:

MEDIA: Journal

ORIENTATION:

Pupil Personnel Services	Adult Development
Adult Counseling	Adult Education

SUBJECT CONTENT: Hoffman discusses the goals for adult guidance personnel programs. The goal of adult guidance personnel service is to fulfill a commitment to the community by offering through vocational, educational, and technical programs, opportunities for adjustment and improvement, as well as, understanding of social, civil, and career skills. [illegible] aimed also at providing adults with the chance to plan educational and occupational programs based upon individual needs.

COMMENT:

CLASSIFICATION

03 . ______ 06 . ______ 07 . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Holmes, John Sherlock and Dr. Watson

CORPORATE AUTHOR:

TITLE: "The Need of Student Personnel Services for Adults Enrolled in Adult Education Courses in Community Colleges." Wyoming Personnel and Guidance Association News, Volume XVII, No. 2, Winter Issue

PRICE: DATE: February, 1972 8 PAGE(s)

SOURCE:

MEDIA: Journal

ORIENTATION:

Manpower Utilization Programs	Community Colleges
Student Personnel Programs	Adult Counseling

SUBJECT CONTENT: The author discusses the role and scope of adult counseling in a community college setting. He discusses the need for personnel and guidance services designed specifically for the adult student enrolled in community college programs. Such a program could conceivably operate out of the division of continuing or adult education to better meet the individual and societal needs of the adult population located within the community.

COMMENT:

CLASSIFICATION

03 . ______ 05 . 01 ______ 06 . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Houle, Cyril O.

CORPORATE AUTHOR:

TITLE: The Design of Education

PRICE: $9.75 **DATE:** 1972 303 **PAGE(s)**

SOURCE: Jossey-Bass, Inc., Publishers
615 Montgomery Street
San Francisco, California

MEDIA: Book

ORIENTATION:

Educational Strategies
Instructional Systems
Curriculum
Adult Education
Systems Approach
Instructional Processes
Critical Incidents Methods

SUBJECT CONTENT: This book may serve as a blueprint for planning, setting up, implementing, and evaluating adult education programs. Detailed in the book is a practical and flexible system which can be applied to adult education activities of any kind. The author system is in two parts: (1) classification of adult learning activities into eleven specific categories; (2) step-by-step procedure--a basic framework or model, applicable to all categories. Together, the two parts made up an efficient new system which combines modern theory and practical procedures. The book provides a unique and workable system that can be tailored to fit any educational situation for any kind of student.

COMMENT:

CLASSIFICATION

03 . ______ 07 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Houle, Cyril O.

CORPORATE AUTHOR:

TITLE: The External Degree

PRICE: $8.50 DATE: April, 1973 PAGE(s)

SOURCE: Jossey-Bass Inc., Publishers
615 Montgomery Street
San Francisco, California 94111

MEDIA. Book

ORIENTATION:

Adult Education	Community Services
External Degree	Lifelong Learning
Curricula	Social Responsibility
Non-Traditional Studies	

SUBJECT CONTENT: This book, sponsored by the Commission on Non-Traditional Study, is the first thorough assessment of the external degree. It describes its historical roots and shows why the external degree will be prominent in higher education in the future. The book examines the best established programs, both here and abroad; explores the major ideas and themes around which new proposals are centered; and considers the issues which will arise as the external degree is absorbed into American academic life. The scope of the three generations of the external degree--the extension degree, the adult degree, and the non-traditional degree--are described, with an emphasis on the third. Houle attempts to explain the importance and relevancy of the external degree concept to higher education in light of contemporary educational and societal trends.

COMMENT:

CLASSIFICATION

03 . ________ 07 . ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR: Houle, Cyril O.

CORPORATE AUTHOR:

TITLE: "The Obligation of the Junior College for Community Services."
Junior College Journal, Volume 30

PRICE: DATE: 1960 15 PAGE(s)

SOURCE:

MEDIA: Journal

ORIENTATION: Educational Strategies Community Services
Adult Development Task Analysis

SUBJECT CONTENT: Houle discusses the obligation of the community college to include community services as one of its prime goals. He feels that adult and community educations should be an integral part of the total educational schema of the community college program.

COMMENT:

CLASSIFICATION

03 . ______ 06 . 04 06 . 05

AUTHOR: Howard, Ronald W.

CORPORATE AUTHOR:

TITLE: American Minorities: Consumer Awareness

PRICE: **DATE:** 1969 332 **PAGE(s)**

SOURCE: Opportunities Industrialization Center, Inc.
Philadelphia, PA

MEDIA: Book

ORIENTATION:

- Career Planning
- Adult Learning
- Curriculum
- Career Development
- Teaching Procedure
- Intellectual Development
- Adult Development

SUBJECT CONTENT: This series was developed for the "Adult Armchair Ed." program operating in Philadelphia, Pa., by the Opportunities Industrialization Center, Inc. It includes student-trainee workbooks and Instruction-Group Leader Manual. One workbook covers consumer awareness areas such as wise buying habits, frauds, consumer credit and contracts.

The second workbook covers material on the six major minority groups in America, (history and accomplishments). Vocabulary reinforcement and test sections are provided. Motivational exercises and emphasis on student participation are excellent additions.

COMMENT: A very apropos tool for ABE settings.

CLASSIFICATION

03 . ________ 06 . 05 07 . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR:

CORPORATE AUTHOR:

TITLE: Human Rights: The American Scene

PRICE: $64.95 DATE: 1970 1,625 PAGE(s)

SOURCE: Noble and Noble, Publishers, Inc.
New York, N.Y.

MEDIA: Program (Teaching Kit)

ORIENTATION:
- Career Education
- Instructional Systems
- Adult Development
- Adult Learning
- Intellectual Development
- Social Responsibility
- Social Change

SUBJECT CONTENT: This teaching kit was designed to make curriculum more relevant and stimulating to the slow reader and/or the under-educated "young" adult.

The kit is comprised of 20 copies of 20 four-page pamphlets based on recent Supreme Court decision affecting topics such as discrimination, the draft, the right of protest, etc.

The format includes two pages of text, comprehension questions and a photograph. An introduction and lesson plans are provided in teacher's manual.

COMMENT:

CLASSIFICATION

03 . 01   04 . 04   ___ . ______

___ . ______   ___ . ______   ___ . ______

AUTHOR: Jacobsen, Thomas J.

CORPORATE AUTHOR:

TITLE: Knowledge Needed to Obtain Work (KNOW)

PRICE: $63.00   DATE: 1973   77 PAGE(s)

SOURCE: Science Research Associates
259 East Erie Street
Chicago, Illinios 60611

MEDIA: Book

ORIENTATION: Career Education   Adult Basic Education
Instructional Systems   Career Planning

SUBJECT CONTENT: This career education manual, prepared for the San Diego Board of Education, in loose-leaf form is a self-contained guide stressing a visual approach to the basics of job-seeking and job-finding. It can be used by counselors and ABE instructors, as well as by students themselves. The manual contains 64 transparencies--for use with an overhead projector--covering seven basic job-seeking areas: (1) selecting a job; (2) finding employment openings; (3) filling out an application; (4) preparing to take an employment test; (5) preparing for the interview; (6) the interview itself; (7) necessary follow-up. Transparencies contain a simple key statement illustrated with appropriate drawings, usually in cartoon form. The loose-leaf format of the entire presentation permits counselors and instructors to add pertinent local information at will to help students find jobs--addresses of local employment agencies, minimum wage scales, etc.

COMMENT:

CLASSIFICATION

03 . ______ 02 . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Jensen, Gale, A.A. Liveright, and Wilbur Hallenbeck (editors)

CORPORATE AUTHOR:

TITLE: Adult Education--Outlines of an Emerging Field of University Study

PRICE: DATE: 1964 334 PAGE(s)

SOURCE: Adult Education Association of the U.S.A.
810 - 18th St., N.W.
Washington, D.C. 20006

MEDIA: Book

ORIENTATION: Statement of some of the basic thinking of the field of adult education
Adult Learning Adult Counseling

SUBJECT CONTENT: Role of Adult Education in Society; Definition of Terms; The Field of Operations in Adult Education; The Relevance of the Study of Sociology to Adult Education Practice; The Relevance of Psychology for Adult Education.

COMMENT:

CLASSIFICATION

03 . ______ 07 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Johnston, Denis F.

CORPORATE AUTHOR:

TITLE: "Education of Adult Workers: Projections to 1985." Monthly Labor Review

PRICE: DATE: August, 1970 14 PAGE(s)

SOURCE:

MEDIA: Journal

ORIENTATION: Manpower Utilization
Adult Learning

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

03 . ____ 04 . ____ 06 . ____

____ . ____ ____ . ____ ____ . ____

AUTHOR: Kassel, Myrna Bordelon

CORPORATE AUTHOR:

TITLE: The First Year. Human Services Manpower Career Center
(ED 047 156)

PRICE: MF .65
HC $3.29

DATE: 1970

43 PAGE(s)

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:
Manpower Utilization
Human Development
Social Services

SUBJECT CONTENT: This project was federally funded: (1) to serve as an information clearinghouse and to develop planning procedure for manpower agencies, (2) to improve career opportunities for workers in the human services area, (3) to strengthen the U.S. Employment Service capabilities in human service field. The report outlines the results of the first year.

COMMENT:

CLASSIFICATION

03 . 01   04 . 04   ___ . _____

___ . _____   ___ . _____   ___ . _____

AUTHOR: Kent, William P. and Others

CORPORATE AUTHOR:

TITLE: Job-Related Adult Basic Education

PRICE: DATE: 1971 180 PAGE(s)

SOURCE: System Development Corporation
5720 Columbia Pike
Falls Church, Virginia

MEDIA: Book

ORIENTATION:

Career Education
Job Training

Adult Basic Education
Special Demonstration Project

SUBJECT CONTENT: This is a two-volume report prepared for the U.S. Office of Economic Opportunity surveying different job-related ABE programs offered by (a) schools, (b) employers, (c) unions, (d) government, (e) community improvement organizations, and (f) both profit-making and non-profit educational consulting and training companies throughout the country. Volume I, Summary and Recommendations, is a short account of the entire project; Volume II, Approach and Detailed Finding, is a back-up report spelling out the materials covered in Volume I.

COMMENT:

CLASSIFICATION

03 . 01   06 . 05   ___.______

___.______   ___.______   ___.______

AUTHOR: Kimbrell, Grady and Ben S. Vineyard

CORPORATE AUTHOR:

TITLE: World of Work Curriculum

PRICE: $25.00 DATE: 1972 1,216 PAGE(s)

SOURCE: McKnight Publishing Company
Bloomington, Illinois 61701

MEDIA: Book

ORIENTATION:

Adult Education	Career Education
Program Development	Educational Strategies
Systems Approach	Systems Analysis
Training	

SUBJECT CONTENT: This complete career education program involving the community as the laboratory consists of (1) textbook, Succeeding in the World of Work; (2) a reference book and guidebook for school directors interested in setting up a cooperative education program, Strategies for Implementing Work Experience Programs; (3) an Activities Workbook; and (4) a Teacher's Guide. The program's aim is to help bridge the gap between school and the business world while the student is still enrolled in school. The thesis behind the program is that it is the school's responsibility to assist a young person in the choice of a career and its obligation to give him preparation for that career, and actual experience, within the work-world he will soon be entering.

COMMENT:

CLASSIFICATION

03.　　07.　　01.

AUTHOR: Kitchens, John E.

CORPORATE AUTHOR:

TITLE: Adult Basic Education, Junction City Project Final Report

PRICE:　　**DATE:** 1966　　23 **PAGE(s)**

SOURCE: Division of Continuing Education
Kansas State University
Manhattan, Kansas

MEDIA: Report

ORIENTATION: Report on a pilot project in adult basic education conducted by the Junction City Public Schools in 1966.
Counseling Services　　Teaching Procedures

SUBJECT CONTENT: Administration, Counseling Services, Students, Teaching Methods and Materials, Evaluation and Recommendations

COMMENT:

CLASSIFICATION

03 . ______ ____ . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Klevins, Chester (editor)

CORPORATE AUTHOR:

TITLE: Materials and Methods in Adult Education

PRICE: **DATE:** 1972 373 **PAGE(s)**

SOURCE: Klevins Publications, Inc.
6500 Kelvin Avenue
Canoga Park, California 91306

MEDIA: Book

ORIENTATION: A collection of writings with emphasis directed toward adult education.

Adult Learning Educational Strategies

SUBJECT CONTENT: Curriculum Development; The Instructional Process; New Aids to Learning; Staff Development; Adult Education: Resourceful Program Development

COMMENT:

CLASSIFICATION

03.
07.

AUTHOR: Knopf, Norton B.

CORPORATE AUTHOR:

TITLE: Personal Growth and Professional Growth: Do the Chicken and the Egg Both Come First? (ED 066 694)

PRICE: MF .65
HC $3.29 **DATE:** March, 1972 15 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:

Adult Learning
Growth Patterns
Vocational Counseling
Career Planning
Personal Growth
Self-Actualization

SUBJECT CONTENT: This paper is divided into two main sections. The first defines the educational process used in the Vocational Counseling Institute. The second describes some subjective impressions to, with, and about trainees. The primary implication was that the interviewers and counselors who participated in University training may actually be way ahead of their supervisors and managers, in the process of becoming autonomous, fully-functioning persons.

COMMENT: Paper presented at the American Personnel and Guidance Association Meeting, March 25-30, 1972, Chicago, Illinois.

CLASSIFICATION

03 .

AUTHOR: Knowles, Malcolm S. (editor)

CORPORATE AUTHOR:

TITLE: Handbook of Adult Education in the United States

PRICE:

DATE: 1967

624 **PAGE(s)**

SOURCE: Adult Education Association of the U.S.A.
810 - 18th Street, N.W.
Washington, D.C. 20006

MEDIA: Book

ORIENTATION: A guidebook for the field of adult education
Adult Learning

SUBJECT CONTENT: What is Adult Education?; Historical Development of the Adult Education Movement; Philosophies of Adult Education; Learning Theory in Adult Education; Foundations and Adult Education; Program Areas in Adult Education; Adult Recreation Education; Future of Adult Education in America

COMMENT:

CLASSIFICATION

03 . __________ _____ . __________ _____ . __________

_____ . __________ _____ . __________ _____ . __________

AUTHOR: Knowles, Malcolm S.

CORPORATE AUTHOR:

TITLE: The Modern Practice of Adult Education--Andragogy Versus Pedagogy

PRICE: **DATE:** 1970 384 **PAGE(s)**

SOURCE: Association Press
291 Broadway
New York, N.Y. 10007

MEDIA: Book

ORIENTATION: Planning guide and reference for adult education field, as well as an exploration of theory.

Adult Learning Educational Strategies

SUBJECT CONTENT: The emerging role and technology of adult education; Organizing and administering comprehensive programs of adult education; Helping adults learn.

COMMENT:

CLASSIFICATION

03 . ____ 07 . ____ 04 . ____

AUTHOR: Koontz, Elizabeth Duncan

CORPORATE AUTHOR:

TITLE: Plans for Widening Women's Educational Opportunities
(ED 067 990)

PRICE: MF .65
HC $3.29

DATE: March, 1972

PAGE(s)

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION: Women's Education, Social Change, Career Education, Sex Discrimination

SUBJECT CONTENT: This paper focuses on non-legal plans for promoting women's educational opportunities and for overcoming institutional and psychological constraints that are discriminatory. The areas covered in this discussion include: continuing education programs; the open university and external degrees; education for "non-traditional professions"; career education; emerging occupations; and attitudinal changes.

COMMENT:

CLASSIFICATION

03 . ______ 07 . 01 07 . 02

AUTHOR: Koos, Leonard V.

CORPORATE AUTHOR:

TITLE: The Community College Student

PRICE: **DATE:** 1970 580 **PAGE(s)**

SOURCE: University of Florida Press
Gainesville, Florida

MEDIA: Book

ORIENTATION: A study of the community college student.
Adult Learning

SUBJECT CONTENT: The Later Adolescent; Mental Development; Sexual and Dating Behavior; Occupational and Recreational Interests; Aptitude, Social Status and Academic Competence; Personal Characteristics, Attitudes and Interests; Personal Problems, Adult Education and The Adult Student; Implications for the Curriculum; Student Personnel Program.

COMMENT:

CLASSIFICATION

03 . ____ 04 . ____ ____ . ____

____ . ____ ____ . ____ ____ . ____

AUTHOR: Korim, Andrew S.

CORPORATE AUTHOR:

TITLE: Government Careers and the Community College (ED 052 775)

PRICE: MF .65
HC $3.29 DATE: 1971 71 PAGE(s)

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION: Adult

Adult Learning	Career Planning
Government Employees	Junior Colleges
Sub-Professionals	Vocational Development

SUBJECT CONTENT: This document is intended to serve as a planning tool for public service education, and is to be used jointly by community college and public agencies. With the growing need for well-qualified personnel at mid-entry or paraprofessional levels, agencies are abandoning their internal training programs in favor of cooperative programs with community colleges. The training consists of in-service or pre-employment education, the latter composed of career categories either identical with the private employment sector or unique to the public sector.

COMMENT:

CLASSIFICATION

03 . ______ 06 . ______ 07 . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Kozell, Charles and Curtis Ulmer

CORPORATE AUTHOR:

TITLE: Developing Successful Community Assistance Programs

PRICE: **DATE:** 1971 48 **PAGE(s)**

SOURCE: Prentice-Hall Inc.
Englewood Cliffs, New Jersey

MEDIA: Booklet

ORIENTATION:

Adult Education	Community Services
Social Services	Administration
Educational Strategies	Systems Approach
Systems Analysis	

SUBJECT CONTENT: This guide is written with an orientation towards utilizing community assistance and community services programs in adult education programs. It attempts to show why and how to use outside resources and the breadth of agency and individual assistance that is available. Underlying the approach of this guide is the author's personally held belief that the quality of voluntary assistance increases as the donor is called upon to contribute his speciality. The booklet is divided into the following sections: (1) a realistic self-appraisal; (2) sources of support; (3) working with the poor: a question of attitude and sensitivity; (4) specialized attention.

COMMENT:

CLASSIFICATION

03 . ______ 04 . ______ 06 . ______

AUTHOR:

CORPORATE AUTHOR: U.S. Bureau of Labor Statistics

TITLE: The Employment Situation of Vietnam Era Veterans

PRICE: Free **DATE:** 1973 12 **PAGE(s)**

SOURCE: U. S. Department of Labor
Bureau of Labor Statistics,
Washington, D.C. 20212

MEDIA: Pamphlet

ORIENTATION:		
	Job Skills	Career Education
	Adult Education	Vocational Education
	Returning Veterans	Job Opportunities

SUBJECT CONTENT: This article reports on the employment picture for Vietnam veterans aged 20-29, for the year ending June, 1972. In general, it finds that job prospects were brightening during this period with the number employed rising by 550,000 to an average 3.9 million. The overall picture is discussed by : (1) occupation; (2) unemployment; (3) educational background of veterans; (4) race and residence; (5) special training programs available to veterans through the current GI Bill and Project Transition.

COMMENT:

CLASSIFICATION

03. ____ 04. ____ 07. ____

____.____ ____.____ ____.____

AUTHOR: Law, Gordon F.

CORPORATE AUTHOR:

TITLE: Research Visibility. Vocational Education is People—Youth and Adults Unemployed or at Work. (ED 017 739)

PRICE: **DATE:** **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION: Twelve research reviews pertaining to youth and adults, unemployed or at work.
Human Development

SUBJECT CONTENT: Expanding education and training opportunities which include patterns of adult information seeking; innovative programs which include adult training and retraining; expanding and improving apprentices programs; utilizing total educational resources; guidance and placement services.

COMMENT:

CLASSIFICATION

03 . 01 04 . 06 . 04

AUTHOR: Law, Gordon F.

CORPORATE AUTHOR:

TITLE: Simulations and Career Education

PRICE: Free **DATE:** 1972 6 **PAGE(s)**

SOURCE: New Jersey State Department of Education
225 W. State Street
Trenton, New Jersey 08625

MEDIA: Paper

ORIENTATION:
Career Education
Career Planning
Gaming
Simulation
Systems Approach

SUBJECT CONTENT: This short paper outlines some of the possible uses of simulation "games" in career and vocational programs. The concept of simulation is briefly explained; the advantages of simulation as seen by educators are noted. A list of games available at the New Jersey Occupational R & D Resource Center (Edison, New Jersey) is included, as is a model for developing one's own simulation. A brief bibliography concludes the article.

COMMENT:

CLASSIFICATION

03 . ______ 02 . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Lawton, Ron

CORPORATE AUTHOR:

TITLE: "Life-Space Counseling." The Personnel and Guidance Journal, Volume 48, No. 8

PRICE: **DATE:** April, 1970 3 **PAGE(s)**

SOURCE: American Personnel and Guidance Association
1607 New Hampshire Avenue
Washington, D.C. 20009

MEDIA: Journal

ORIENTATION: An in-the-field report of Life-Space Counseling Techniques
Counselor

SUBJECT CONTENT: Personal statement on a college counselor's technique of life-space counseling.

COMMENT:

CLASSIFICATION

03 . ______ 04 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Lecht, Leonard

CORPORATE AUTHOR:

TITLE: Manpower Needs for National Goals in the 1970's

PRICE: **DATE:** 1969 183 **PAGE(s)**

SOURCE: Frederick A. Praeger
111 Fourth Avenue
New York, N.Y. 10003

MEDIA: Book

ORIENTATION: Manpower Utilization
Career Development

SUBJECT CONTENT: Study of manpower requirements for national goals; goal analysis and manpower needs; economic framework for manpower projections; pursuit of national objectives; manpower requirements; national goals and research needs in the 1970's.

COMMENT:

CLASSIFICATION

03 . ________ 04 . ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR: Lederer, Joseph

CORPORATE AUTHOR:

TITLE: The Urban Review

PRICE: **DATE:** **PAGE(s)**

SOURCE: The Urban Review, Center for Urban Education
105 Madison Avenue
New York, N.Y. 10016

MEDIA: Magazine (6 times a year)

ORIENTATION: Problems and potentialities of education in the urban environment.
Career Education Adult Learner

SUBJECT CONTENT: June 1972--Feature issue on career education contains following articles: Marland on Career Education; Lifelong Learning--Sexton; The Young Workers: Their Influence on the Workplace--Schrank; Work-Training Programs: No Panacea--Grimaldi; Conference on Career Education.

COMMENT:

CLASSIFICATION

03 . 07 .

AUTHOR: LeTarte, Clyde E. and Jack D. Minzey

CORPORATE AUTHOR:

TITLE: Community Education: From Program to Process

PRICE: **DATE:** 1972 **PAGE(s)**

SOURCE: Pendell Publishing Company

MEDIA: Book

ORIENTATION:

Adult Learner
Community Service
Community Education
Curriculum
Systems Analysis
Systems Approach

SUBJECT CONTENT: In this comprehensive volume, the authors have defined this concept of community education. It discusses the role and scope of community education in the overall schema of the total education spectrum. Special empahsis is given to economic considerations, so vital in today's planning. A final section discusses the picture of the future of community education in America. The book is divided into the following sections: (1) the community education concept; (2) initiating and developing community education; (3) program development; (4) staffing for community education; (5) economic considerations in community education; (6) planning for facility improvement, evaluation, and the future.

COMMENT:

CLASSIFICATION

03 . 03　　06 . 06　　____ . ____

____ . ____　　____ . ____　　____ . ____

AUTHOR: Lippett, Gordon L.

CORPORATE AUTHOR:

TITLE: "Developing Life Plans; A New Concept and Design for Training and Development." Training Development Journal, Volume 24, No. 5

PRICE:　　**DATE:** May, 1970　　5 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:

Thought Processes　　Critical Incidents Method
Task Analysis　　Systems Approach
Systems Analysis

SUBJECT CONTENT: A new concept of the training and development responsibilities of organizations is proposed. A fundamental way to be of service to people in organizations is to help them examine their goals and plans as a means of achieving their own potential.

COMMENT:

CLASSIFICATION

03 . ________ 05 . ________ 06 . ________

AUTHOR: Lippitt, Gordon L.

CORPORATE AUTHOR:

TITLE: Organizational Renewal

PRICE: **DATE:** 1969 317 **PAGE(s)**

SOURCE: Appleton-Century-Crofts, Educational Division
440 Park Avenue South
New York, N.Y. 10016

MEDIA: Book

ORIENTATION:

Organizational Renewal	Social Change
Systems Approach	Educational Strategies
Change Agentry	Systems Analysis

Manpower Utilization Program

SUBJECT CONTENT:

The book describes the ways for initiating and maintaining a constructive, flexible response to contemporary attitudes with regard to an organization's social and economic behavior and responsibilities. Drawing on behavioral and management science, the volume points up the necessity for organizations to re-examine their objectives on behalf of their members, clients, and employees. The process of renewal is seen in terms of total organizational growth and the optimal utilization of human resources: a purposive effort that embodies more than good intentions. The concepts and examples from practice included in the book reflect the continuing stimulus accruing from the author's working association with government, voluntary, educational, and industrial clients. The book is divided into the following sections: (1) organizations as socio-technical systems, (2) organizations as people at work; (3) process of interfacing; (4) conditions, skills, and actions in organizational renewal; (5) resources for organizational renewal.

COMMENT:

CLASSIFICATION

03 . ____ 02 . ____ ____ . ____

____ . ____ ____ . ____ ____ . ____

AUTHOR: Logsdon, James S.

CORPORATE AUTHOR:

TITLE: "Role Of The Community College In Community Education."
Phi Delta Kappan, Volume LIV, No. 3

PRICE: **DATE:** November, 1972 3 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:

Adult Education
Adult Counseling
Community Services
Social Responsibility
Manpower Utilization

SUBJECT CONTENT: This article deals with the role of the community college and its commitment to egalitarian educational principles. The author discusses six general guidelines for community services: (1) administration should appoint some staff member with specific responsibilities for community services; (2) definite procedures should be established for obtaining community involvement; (3) programs should be flexible to meet community needs; (4) programs must be articulated with other education opportunities available in the community; (5) the necessity for providing counseling services specifically designed for adult population in the community; (6) continuous contact should be maintained with all schools in the supporting area; (7) a program of continuous evaluation of the programs developed in line with the community education concept.

COMMENT:

CLASSIFICATION

03 . ______ 07 . 03 ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Long, Huey B. and Curtis Ulmer

CORPORATE AUTHOR:

TITLE: Are They Ever Too Old To Learn

PRICE: **DATE:** 1971 48 **PAGE(s)**

SOURCE: Prentice-Hall, Inc.
Englewood Cliffs, New Jersey

MEDIA: Booklet

ORIENTATION:

Adult Learning	Adult Education
Adult Counseling	Older Adults
Human Development	Developmental Tasks
Social Change	

SUBJECT CONTENT: This monograph is designed to answer the question concerning the factors that affect the learning process. The question of adult learning ability has long since moved from the theoretical realm to the practical as basic changes in society increase the likelihood of any given adult participating in a formal learning experience. The same changes have popularized the concept of lifelong learning to such an extent that answers to the question, are we ever too old to learn? are required. This booklet is based on research in the field of adult learning. Numerous individual journal articles, summaries, and overviews have been examined. The examination of these materials illuminates the complexity of the topic and illustrate how two specific studies can ask the same question and arrive at two very different answers. The book is divided into the following sections: (1) the ability of adults to learn; (2) methodological factors involved; (3) age and learning ability; (4) measurement of adult learning abilities; (5) differences among adult age groups; (6) helpful hints for teaching adults; (7) active problem centered techniques.

CLASSIFICATION

03.

07.03

AUTHOR: Long, Huey B. and Curtis Ulmer

CORPORATE AUTHOR:

TITLE: The Psychology of Aging: How It Affects Learning

PRICE:

DATE: 1972

62 PAGE(s)

SOURCE: Prentice-Hall, Inc.
Englewood Cliffs, New Jersey

MEDIA: Booklet

ORIENTATION:

Adult Counseling	Adult Education
Adult Learning	Older Adults
Human Development	Developmental Tasks

SUBJECT CONTENT: The purposes of this publication are to: (1) provide the reader with a brief overview of the complex area of the psychology of aging; (2) examine some of the ways in which psychology of aging may influence learning; and (3) offer some suggestions that may be helpful to the adult educator as he designs educational experiences with and for adults. A corollary objective is to encourage the adult educator to conceptualize learning as an interactive process. The elements interacting in the process include: the learner, the instructor, information, learner goals, and the environment. Seven major psychological areas are reviewed: (1) preceptual abilities; (2) intelligence; (3) motivation; (4) value and interests; (5) social roles through the life span; (6) personality and personal adjustment; and (7) age related physical changes of psychological significance.

COMMENT:

CLASSIFICATION

03 . ______ 07 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Manis, Laura G. and June Mochizuki

CORPORATE AUTHOR:

TITLE: "Search for Fulfillment: A Program for Adult Women."
The Personnel and Guidance Journal, Volume 50, No.1

PRICE: **DATE:** March, 1972 5 **PAGE(s)**

SOURCE: American Personnel and Guidance Association
1607 New Hampshire Avenue
Washington, D.C. 20009

MEDIA: Journal

ORIENTATION: Women's Education Adult Learner

SUBJECT CONTENT: Psychological and Career Characteristics of Workshop Participants; goals, evaluations and conclusion of workshop.

COMMENT: Report on in-the-field program designed to help middle-aged women change their life-styles.

CLASSIFICATION

03 . ______ 04 . ______ 02 . ______

07 . ______ ___ . ______ ___ . ______

AUTHOR: Manzo, A. V. and T. F. Benzel

CORPORATE AUTHOR:

TITLE: "Recommendations for a College Program for Disadvantaged Adults." Adult Leadership, Volume 20, No. 9

PRICE: DATE: March, 1972 PAGE(s)

SOURCE: Adult Education Association of the U.S.A.
810 - 18th Street, N.W.
Washington, D.C. 20006

MEDIA: Journal

ORIENTATION: Adult Development Community Service

SUBJECT CONTENT: Recommendations: Weekly meetings, newsletters, pre-course preparation, reading and study skills laboratory, mini-courses, counseling, associate degrees, writing and mathematics clinics, logistics, continuing research and development, total acceptance

COMMENT:

CLASSIFICATION

03 . ______ 01 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Matson, Jane E.

CORPORATE AUTHOR:

TITLE: "A Perspective on Student Personnel Services." Junior College Journal, Volume 42

PRICE: **DATE:** March, 1972 4 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:

Adult Learner	Systems Approach
Counseling and Guidance	Counseling Services
Counseling Effectiveness	Pupil Personnel Services

SUBJECT CONTENT: A 1971 study, sponsored by the Esso Foundation, was conducted as a follow-up to the 1965 McConnell-Raines study of student personnel programs in community colleges. While a detailed analysis of the data is not yet complete, a preliminary report was made of the current status of student personnel work and some of the trends in organizational patterns and implementing procedures. Results are reported in the following areas: (1) Personnel Administrators, (2) Educational and Vocational Background, (3) Budget and Organization, (4) Full-time Assignment of Staff, (5) Decentralization of Services, (6) Extension of Services to the Community, (7) Major Problems, and (8) Further Analysis.

COMMENT:

CLASSIFICATION

03 . ______ 02 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: McClusky, Howard Y.

CORPORATE AUTHOR:

TITLE: "Where Can We Look For Leadership?"
Phi Delta Kappan, Volume LIV, No. 3

PRICE: **DATE:** November, 1972 2 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:

Adult Education
Community College
Leadership Roles
Social Change
Social Responsibility
Manpower Utilization
Community Planning

SUBJECT CONTENT: The author discusses the various sources that can be utilized for leadership roles in community education. He identifies the following sources: (1) United States Office of Education; (2) National School Education Association; (3) Foundations (Mott); (4) University Regional Centers; (5) State Boards or Departments of Education; (6) Community Colleges; (7) Adult Educators; (8) Community Organizations.

COMMENT:

CLASSIFICATION

03 . ______ 02 . ______ 01 . ______

AUTHOR: McConnell, T.R. and Max R. Raines

CORPORATE AUTHOR:

TITLE: "Junior College Student Personnel Programs: Appraisal and Development." A Report to the Carnegie Corporation and American Association of Junior Colleges, Washington, D.C. (ED 013 065)

PRICE: **DATE:** November, 1965 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Md 20014

MEDIA: ERIC

ORIENTATION:
Pupil Personnel Services
Adult Learner
Job Analysis

SUBJECT CONTENT: A definitive study and evaluation of community college personnel-service practices throughout the nation was made in 1963-1965 by the American Association of Junior College Committee. The study was supported by funds from the Carnegie Corporation. Among one of the most significant findings was that 70% of the pupil personnel programs were below the evaluative criteria established by the committee.

COMMENT:

500

CLASSIFICATION

03 . ________ 02 . ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR: McElaney, Francis A.

CORPORATE AUTHOR:

TITLE: "Counseling in Adult Basic Education Programs." Adult Leadership, Volume 15

PRICE: **DATE:** September, 1966 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:

Adult Counseling	Adult Learner
Student Development	Adult Basic Education

SUBJECT CONTENT: McElaney discusses the role of the counselor as it relates to the ABE student. The counselor, more than any other individual in an Adult Basic Education Program may help the student see the importance of achieving the necessary skills and to overcome the obstacles which interfere with the achieving of these skills. To be successful in working with adults, a counselor must be realistic. He must recognize that unless the primary goals of the adult are not being met little learning can take place.

COMMENT:

CLASSIFICATION

03 . ______ ____ . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: McLarney, Donald F.

CORPORATE AUTHOR:

TITLE: "An Observation of Evening College Operation Relating to Liaison Between Full-Time Day and Part-Time Evening Faculty of a Number of Junior Colleges in the Los Angeles Area." A Report to the American Association of Junior Colleges. (ED 041 237)

PRICE: **DATE:** August, 1967 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:

Adult Learner
Systems Analysis
Adult Counseling
Adult Education
Manpower Utilization

SUBJECT CONTENT: McLarney, in his study of junior colleges in the Los Angeles, California area, established the importance of having different counseling programs for evening students as opposed to day students. Oral questionnaires tested communication regarding responsibility, curriculum planning, faculty participation in planning and evening school teaching as a stepping stone to full-time teaching. All interviewees rated evening program standards and morale high. It also pointed out the importance of having different counselors for the evening students.

COMMENT:

CLASSIFICATION

03 . ______ 04 . ______ 07 . ______

__ . ______ __ . ______ __ . ______

AUTHOR: McMahon, Ernest E.

CORPORATE AUTHOR:

TITLE: Evening College, The Big Second Chance (Pamphlet No. 14)

PRICE: **DATE:** February, 1968 28 **PAGE(s)**

SOURCE: Public Affairs Pamphlets
381 Park Avenue South
New York, N.Y. 10016

MEDIA: Pamphlet

ORIENTATION: Adult Learning

SUBJECT CONTENT: Selecting a college and courses, earning a degree, financing, credit and non-credit courses, meeting entrance requirements, enlisting support of family and employers.

COMMENT: Emphasizes university evening college and community college programs.

CLASSIFICATION

03 . __________ 07 . __________ ____ . __________

____ . __________ ____ . __________ ____ . __________

AUTHOR: Medsker, Leland L. and Dale Tillery

CORPORATE AUTHOR:

TITLE: Breaking the Access Barriers: A Profile of Two Year Colleges

PRICE: **DATE:** 1971 **PAGE(s)**

SOURCE: McGraw-Hill, Inc.
New York, N.Y.

MEDIA: Book

ORIENTATION:
Social Change
Adult Learning
Administration
Community College
Research Report

SUBJECT CONTENT: The book describes the research finding of the Carnegie Commission on Higher Education's 1970 report of community colleges. The authors provide statistical data and explain current and future trends in all areas of community college administration, governance, and student affairs. The book is divided into the following chapters: (1) Introduction; (2) From expansion to explosion; (3) Junior college students; (4) A program for all; (5) The junior college and urban life; (6) A staff for the task; (7) Control and support of community colleges; (8) The independent junior college; (9) Summary, issues, and recommendations.

COMMENT:

CLASSIFICATION

03 . ______ ____ . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Melby, Ernest O.

CORPORATE AUTHOR:

TITLE: "Approaches to Role Change in Community Education." Phi Delta Kappan, Volume LIV, No. 3

PRICE: **DATE:** November, 1972 2 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:

Community Education Adult Education
Leadership Roles Social Responsibility
Manpower Utiization

SUBJECT CONTENT: The author discusses the problem of role change in community education. He identifies two ways in which this can be done: (1) examine existing administration and ask what changes need to be made in order to free people to carry on community education; (2) examine the education we need and then ask what needs are to be provided by the administrators. The latter method appears to be the most realistic and practical. The author identifies the assumptions on which present educational administration rests; (1) principle of separation of planning and performance; (2) teaching is a technical, scientific activity; (3) education--learning and teaching--are human undertakings. The author suggests that one basic method of providing role change is to start with the learners and their needs and look upon all others as helpers--as suppliers of material, space, aid, inspiration, and support.

COMMENT:

CLASSIFICATION

03 . ________ 07 . ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR: Michael, Donald N.

CORPORATE AUTHOR:

TITLE: Learning To Plan And Planning To Learn

PRICE: $12.50 **DATE:** 1973 **PAGE(s)**

SOURCE: Jossey-Bass, Inc., Publishers
615 Montgomery Street
San Francisco, CA 94111

MEDIA: Book

ORIENTATION:
Social Change
Social Responsibility
Transcience
Systems Approach
Organizational Restructuring

SUBJECT CONTENT: Mounting social crises make the need for social planning even more obvious. Yet traditional definitions of the nature of human beings lead in the direction of technocratic planning and social engineering, where coercion, manipulation, and control seem right and reasonable. This book suggests a third alternative: long-range social planning based on humane values and conceived as a social learning process. Michael describes the most likely requirements for this adventure-unprecedented demands for change in individual and oranizational behavior.

COMMENT:

CLASSIFICATION

03 . 01　　06 . 04　　07 .

AUTHOR: Miller, Harry L.

CORPORATE AUTHOR:

TITLE: Teaching and Learning in Adult Education

PRICE:　　**DATE:** 1969　　349 **PAGE(s)**

SOURCE: The Macmillan Company
New York, N.Y.

MEDIA: Book

ORIENTATION:

Adult Learning	Adults
Teaching Procedures	Instructional Systems
Curriculum	Adult Development

SUBJECT CONTENT: This book was written for a specific target population (ABE administrators, teachers and leaders of adult groups). Emphasis is on the adult and his perspective and how he broadens himself with a background of a wealth of learned-used experience. Two specific areas covered are: (1) the world of work; (2) personal-social worlds. Sociology, psychology, evaluation and testing are treated in complete chapters. Learning techniques, curriculum materials and other interesting suggestions are presented in detail in some chapters.

COMMENT:

CLASSIFICATION

03 . ______ 07 . ______ 04 . ______

AUTHOR:

CORPORATE AUTHOR:

TITLE: "Minority Women Show Job Gains." Guidepost, 15-1

PRICE: DATE: 1972 2 PAGE(s)

SOURCE:

MEDIA: Journal

ORIENTATION: Working Women
Human Development

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

03. 04. 06.

AUTHOR: Monroe, Charles R.

CORPORATE AUTHOR:

TITLE: Profile of the Community College

PRICE: $12.50 **DATE:** 1972 425 **PAGE(s)**

SOURCE: Jossey-Bass, Inc., Publishers
615 Montgomery Street
San Francisco, California

MEDIA: Book

ORIENTATION:

Community College	Career Education
Community Services	Pupil Personnel Programs
Adult Education	Community Services

Adult Learning

SUBJECT CONTENT: This book contains an overview of different areas of the community college. The author reviews major issues, provides the historical background, and predicts the future. He covers the philosophy and goals of community colleges, the pros and cons of the open-door concept, the nature and personality of students, the role of faculty and students in governance, and the prospects for improvement of instruction. The book includes the insights and first-hand observations of the author, whose wide experience as a community college president, teacher, counselor, and officer of the nation's first teachers' union makes him qualified to write this comprehensive handbook. This book is designed as a pragmatic and realistic approach to the community college.

COMMENT:

CLASSIFICATION

03 . ______ 04 . ______ 06. ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Moore, William, Jr.

CORPORATE AUTHOR:

TITLE: Blind Man on a Freeway

PRICE: **DATE:** 1971 **PAGE(s)**

SOURCE: Jossey-Bass, Inc., Publishers
San Francisco, California

MEDIA: Book

ORIENTATION: Administration
Adult Learning
Instructional Process
Manpower Utilization Program

SUBJECT CONTENT: Moore discusses the role and scope of the administrator in the community college setting. He systematically identifies the tasks a community college administrator has to perform, the problems he has to solve, the people with whom he must deal. Moore believes that the groups with which the administrator must deal--minority groups, educationally disadvantaged, restive faculty--have a right to dissent and confrontation as means to their ends. The administrator must be a person who can remain cool under fire and walk a tightrope between extremes while maintaining an integrity his constitutents can respect. The book is divided into the following chapters: (1) administrators as blind men; (2) new students, new faculty, new demands; (3) opening the closed door; (4) new training for new leaders; (5) new recommendations for new problems; (6) a guide: improving community relations.

COMMENT:

CLASSIFICATION

03 . 01 02 . 06 . 04

AUTHOR: Mullen, Vernon

CORPORATE AUTHOR:

TITLE: Life Skills Series

PRICE: $12.85 **DATE:** 1973 754 **PAGE(s)**

SOURCE: Saskatchewan New Start, Inc.
First Avenue & River Street, E., P.O. Box 1565
Prince Albert, Saskatchewan, Canada

MEDIA: Book

ORIENTATION:
Adult Counseling
Consumer Education
Career Education
Adult Basic Education
Pre-Vocational Skills

SUBJECT CONTENT: This new Life Skills series is a group of three manuals: (1) for those in correctional institutions, (2) the disadvantaged adult, (3) the adolescent, designed to teach problem-solving behaviors that can be consistently and responsibly used in the management of personal affairs. Five basic areas comprise the content of the course: (a) self, (b) family, (c) leisure, (d) community, (e) work. Each of the three manuals spells out suggested approaches to be used by the teacher. Goals of the programs is to get the student to recognize his problems, widen his horizons, redefine his goals, broaden himself as a person, become an aware participating, responsible member of the family and community.

COMMENT:

CLASSIFICATION

03 . ______ 07 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Myran, Gundar A.

CORPORATE AUTHOR:

TITLE: Community Services in the Community College

PRICE: **DATE:** 1969 **PAGE(s)**

SOURCE: American Association of Junior Colleges
Washington, D.C.

MEDIA: Book

ORIENTATION:
Community Service Adult Development
Systems Analysis Curriculum
Educational Strategies

SUBJECT CONTENT: Myran discusses the community service function of the community college. He provides a framework for community services and explains the different components of the framework and the interrelationships between the components. Myran listed three generalizations which should form the basis for a concept of community services to guide the development of the program; (1) permeation, (2) penetration, (3) education. Community services should become the focal point through which: (1) administrators, teachers, and students become more sensitive and responsive to ways in which the resources of the college can be used in the community; (2) increased knowledge of the community and its needs results in curricular changes which make the entire program of the college more relevant to the community it serves.

COMMENT:

CLASSIFICATION

03 . ______ 06 . 06 07 . ______

AUTHOR: Nadolsky, Julian M.

CORPORATE AUTHOR:

TITLE: Development of a Model for Vocational Evaluation of the Disadvantaged

PRICE: **DATE:** 1971 84 **PAGE(s)**

SOURCE: Department of Vocational and Adult Education
School of Education, Auburn University
Auburn, Alabama

MEDIA: Report

ORIENTATION:

- Evaluation
- Training
- Vocational Education
- Vocational Redevelopment
- Adult Vocational Education

SUBJECT CONTENT: This is an interim report from the study to develop a vocational evaluation model for the disadvantaged. It is based upon an initial assessment of the individual's vocational assets and limitations. This text, also, includes an outline of methods and procedures, results, model development and a review of related literature. Charts and tables are included, also.

COMMENT: Specify the noun 'disadvantaged'; otherwise it is meaningless.

CLASSIFICATION

03 . ________ 07 . ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR:

CORPORATE AUTHOR: National Advisory Council on Adult Education (NACAE)

TITLE: Adult Education

PRICE: **DATE:** November, 1972 105 **PAGE(s)**

SOURCE: National Advisory Council on Adult Education -
425 - 13th Street, N.W., Room 1144
Washington, D.C. 20004

MEDIA: Book

ORIENTATION: Federal activities in support of adult education

SUBJECT CONTENT: Summary of federal programs supporting adult education. Information given includes: project name; sponsoring agency; authorization; objectives; uses; financial information; accomplishments and contact for following departments: Agriculture; Defense; HEW; HUD: BIA; Justice; Labor; Manpower Administration; Transportation; Coast Guard Academy.

COMMENT:

CLASSIFICATION

03 . ______ 07 . 01 ______ . ______

______ . ______ ______ . ______ ______ . ______

AUTHOR:

CORPORATE AUTHOR: National Advisory Council on Vocational Education
Washington, D. C.

TITLE: Special Report on the Employment Problems of the Vietnam Veteran

PRICE: MF .65
HC $3.29

DATE: February, 1972

18 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc. , P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:

Veterans
Training
Task Performance
Vocational Adjustment
Employment Qualifications
Adult Vocational Education
Career Development

SUBJECT CONTENT: A report analyzing the special problems and needs of the Vietnam era veterans and offering some recommendations in regard to training and employment is presented. Problems include the reverse cultural shock confronting the veteran upon his return home, the unpopularity of the war is a social disadvantage for him and his absence from civilian life is a handicap when applying for a job. Inadequacies relating to employment programs include: (1) lack of program coordination; (2) information gap, undue emphasis on higher education; (3) underutilization of young veterans. The following profile characterizes the returning veteran: (1) between 20 and 24 years old and is from a lower middle-class or disadvantaged background; (2) holds a high school diploma or less and is unlikely to take advantage of GI educational benefits; and (3) military service in Vietnam and received little or no training in civilian-related skills while in the military. Recommendations included: (1) administration coordinate all public and private programs of assistance; (2) a national public information be launched and greater emphasis be placed on vocational education under the GI bill; and (3) greater use be made of Vietnam era veterans in implementing these programs.

CLASSIFICATION

03 . ________ ____ . ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR:

CORPORATE AUTHOR: National Association for Public Continuing and Adult Education

TITLE: "Everybody Has a Message." Techniques for Teachers of Adults, Volume II, No. 2

PRICE: DATE: November, 1971 3 PAGE(s)

SOURCE: National Association for Public Continuing and Adult Education
1201 Sixteenth St., N.W.
Washington, D.C. 20036

MEDIA: Journal

ORIENTATION:
Presentation of teaching techniques
Adult Learning
Teaching Procedures

SUBJECT CONTENT: Non-verbal communication, feedback, person-to-person talking techniques, communicating with co-workers.

COMMENT:

CLASSIFICATION

03.______ ____.______ ____.______

____.______ ____.______ ____.______

AUTHOR:

CORPORATE AUTHOR: National Association for Public Continuing and Adult Education

TITLE: "Learning is an Active Verb." Techniques for Teachers of Adults, Volume XII, No. 1

PRICE: DATE: October, 1971 3 PAGE(s)

SOURCE: National Association for Public Continuing and Adult Education
1202 Sixteenth Street, N.W.
Washington, D.C. 20036

MEDIA: Journal

ORIENTATION: Presentation of Teaching Techniques for Teachers
Adult Learning
Teaching Procedures

SUBJECT CONTENT: Active-learning, student "activism," free and low-cost teaching materials.

COMMENT:

CLASSIFICATION

03 . ______ 07 . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR:

CORPORATE AUTHOR: National Association for Public Continuing and Adult Education

TITLE: "Simulation Techniques: How and Why." Techniques for Teachers of Adults, Volume XII, No. 4

PRICE: **DATE:** January, 1972 3 **PAGE(s)**

SOURCE: National Association for Public Continuing and Adult Education
1201 Sixteenth St., N.W.
Washington, D.C. 20036

MEDIA: Journal

ORIENTATION: Presentation of teaching techniques for teachers
Teaching Procedures
Education Strategies

SUBJECT CONTENT: Learning and games, simulation games.

COMMENT:

518

CLASSIFICATION

03 .

AUTHOR:

CORPORATE AUTHOR: National Association for Public Continuing and Adult Education

TITLE: "Testing Your Knowledge of Tests." Techniques for Teachers of Adults, Volume XII, No. 3

PRICE: **DATE:** December, 1971 3 **PAGE(s)**

SOURCE: National Association for Public Continuing and Adult Education
1201 Sixteenth Street, N.W.
Washington, D.C. 20036

MEDIA: Journal

ORIENTATION: Presentation of teaching techniques
Teaching Procedures

SUBJECT CONTENT: Testing issues, definitions and techniques.

COMMENT:

CLASSIFICATION

03 . 07 .

AUTHOR:

CORPORATE AUTHOR: National Association for Public Continuing and Adult Education

TITLE: "Your Community: A Hotbed of Resources." Techniques for Teachers of Adults, Volume XIII, No. 4

PRICE: **DATE:** January, 1973 3 **PAGE(s)**

SOURCE: National Association for Public Continuing and Adult Education
1201 Sixteenth Street, N.W.
Washington, D.C. 20036

MEDIA: Journal

ORIENTATION: Presentation of teaching techniques
Community Service Programs
Teaching Procedures

SUBJECT CONTENT: Places and processes as teaching tools; field trips; community speakers.

COMMENT:

CLASSIFICATION

03 . ______ 07 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR:

CORPORATE AUTHOR: National Association for Public Continuing and Adult Education

TITLE: "Your Students as Human Beings." Techniques for Teachers of Adults, Volume XIII, No. 3

PRICE: **DATE:** December, 1972 3 **PAGE(s)**

SOURCE: National Association for Public Continuing and Adult Education
1201 Sixteenth Street, N.W.
Washington, D.C. 20036

MEDIA: Journal

ORIENTATION:
Presentation of teaching techniques
Adult Learning
Teaching Procedures

SUBJECT CONTENT: Improving human relations skills; The terrible power of words and non-words; Ten commandments for humanizing adult teaching techniques; Role-playing; How to get along with your administrator; How good a salesman are you?

COMMENT:

CLASSIFICATION

03.________ ____.________ ____.________

____.________ ____.________ ____.________

AUTHOR:

CORPORATE AUTHOR: National University Extension Association

TITLE: Adult Learning, Adult Basic Education, Pre-Institute Seminar (Wayne State University) (ED 019 604)

PRICE: MF .65
HC $3.29 **DATE:** 1967 94 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc. , P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:
Adult Development
Teaching Procedures
Adult Learning

SUBJECT CONTENT: Discussions and demonstrations centered around three main areas of adult basic education development: Innovations in curriculum, technology and management. Topics include programmed instruction, teaching adults to read, Michigan Language Program, hardware such as video tape recorders, skill training, federal government's role in adult education, counseling adults and effective small group instruction.

COMMENT: Report on a pre-institute seminar which focused on plans for the 20 adult basic education teacher training institutes held during the summer of 1967.

CLASSIFICATION

03 . ______ 07 . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Neff, Walter S.

CORPORATE AUTHOR:

TITLE: Work and Human Behavior ✓

PRICE: **DATE:** 1968 **PAGE(s)**

SOURCE: Atherton Press
New York, N.Y.

MEDIA: Book

ORIENTATION: Adult Development
Social Change

SUBJECT CONTENT: Psychological aspects of work

COMMENT:

CLASSIFICATION

03 . ______ 06 . ______ 06 . 05

AUTHOR: Niemi, John A. (editor)

CORPORATE AUTHOR:

TITLE: Mass Media and Adult Education

PRICE: **DATE:** 1971 124 **PAGE(s)**

SOURCE: Educational Technology Publications
Englewood Cliffs, New Jersey 07632

MEDIA: Book

ORIENTATION:
Curriculum
Educational Strategies
Instructional Systems

SUBJECT CONTENT: This collection of papers has been put together to acquaint the reader with some important developments affecting the use of the mass media in adult education. The editor has attempted to give the book an international flavor by soliciting contributions from American, British and Canadian writers. The writers discuss several different aspects of mass media as it relates to adult education and the impact of mass media on education and society.

COMMENT:

CLASSIFICATION

03.

AUTHOR: Norsworth, Gary

CORPORATE AUTHOR:

TITLE: The Role of the Paraprofessional in Adult Basic Education

PRICE: $1.65 **DATE:** 1971 16 **PAGE(s)**

SOURCE: Florida State University
Adult Education Research-Information Processing Center
Tallahassee, Florida 32306

MEDIA: Book

ORIENTATION: Adult Counseling
Teaching Procedures

SUBJECT CONTENT: Part of a series of ten monographs designed for local ABE teachers and administrators, this unit discusses the possible duties and unique contributions of paraprofessionals. Training for paraprofessionals is also discussed, including program content, teaching techniques, and on-the-job or self-directed approaches to informal training.

COMMENT:

CLASSIFICATION

03 . ________ 04 . ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR:

CORPORATE AUTHOR: North American Rockwell Space Division

TITLE: Regional Occupational Program (ROP)

PRICE: DATE: Initiated Fall, 1970 PAGE(s)

SOURCE: North American Rockwell Space Division
12214 Lakewood Boulevard
Downey, California

MEDIA: Program

ORIENTATION: Cooperative school-industry programs
Manpower utilization

SUBJECT CONTENT: ROP exposes high school students and adults in the community to a variety of career possibilities and to related classroom instruction and skills training on the job site.

COMMENT: Cited in Manpower, January, 1972, Volume 4, No. 1, Page 21

CLASSIFICATION

03 . ____ 07 . ____ 04 . ____

AUTHOR: O'Banion, Terry and Alice Thurston (editors)

CORPORATE AUTHOR:

TITLE: Student Development Programs in the Community Junior College

PRICE: **DATE:** 1972 **PAGE(s)**

SOURCE: Prentice-Hall, Inc.
Englewood Cliffs, N.J.

MEDIA: Book

ORIENTATION:

Instructional Systems	Community Service
Adult Learner	Pupil Personnel Services
Social Responsibility	Developmental Tasks
Social Services	

SUBJECT CONTENT: Twenty authors discuss basic issues and concerns in essays specifically written for this book. The resulting chapters provide a comprehensive overview that examines the kinds of experiences students receive or should receive within the junior college framework. This is the first book to focus exclusively on student development programs in the community junior college. The book is divided into the following major sections: (1) making programs relevant for students; (2) making programs relevant for the college and community; (3) the decade of the seventies.

COMMENT:

CLASSIFICATION

03.______ 04.______ ___.______

___.______ ___.______ ___.______

AUTHOR: O'Banion, Terry, Alice Thurston and James Gilden

CORPORATE AUTHOR:

TITLE: "Junior College Personnel Work: An Emerging Model."
Junior College Journal, Volume 41

PRICE: **DATE:** November, 1970 8 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:
Adult Learner
Systems Approach
Pupil Personnel Services

SUBJECT CONTENT: The authors advocate a new model for student personnel programs. The authors state that in the new model there are implications of climate and behavior. A student development point of view is a behavioral orientation in which educators attempt to create a climate of learning in which students will have: (1) freedom to choose their own directions for learning, (2) responsibility for those choices, (3) interpersonal interaction with the learning facilitator that includes (a) challenge, encounter, stimulation, confrontation, excitement; (b) warmth, caring, understanding, acceptance, support; (c) appreciation of individual differences.

COMMENT:

CLASSIFICATION

03 . ________ ____ . ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR: Palomba, Neil A. and Edward B. Jakubauskas (editors)

CORPORATE AUTHOR:

TITLE: Manpower Research in the 1970's

PRICE: MF .65
HC $9.87

DATE: 1971

243 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:
Vocational Education
Employment Qualifications
Systems Approach
Labor Education
Adult Vocational Education

SUBJECT CONTENT: Manpower research needs for the 1970's and the development and purpose of manpower research centers were the themes of a one-week summer manpower research institute held at Ames, Iowa in 1970. Sponsored by the Industrial Relations Center and funded by the U.S. Department of Labor's Manpower Institutional Grant Program, this interdisciplinary examination of manpower problems by twenty participants was intended to contribute to the effectiveness of social science instruction, promote manpower research at colleges and universities. Topics discussed were: (1) manpower statistics and government research; (2) present and future trends affecting manpower development; (3) the nature of a longitudinal research project at Ohio State University; (4) a project examining management performance and development; (5) changes needed in the social science research centers; and (6) priority areas for manpower research.

COMMENT:

CLASSIFICATION

03.03 06.01 06.06

AUTHOR: Passett, Barry A.

CORPORATE AUTHOR:

TITLE: Leadership Development for Public Service

PRICE: $7.95 **DATE:** 1971 129 **PAGE(s)**

SOURCE: Gulf Publishing Company
Box 2608
Houston, Texas 77001

MEDIA: Book

ORIENTATION:
Leadership Training
Leadership Development
Systems Approach
Systems Analyses
Human Resource Development

SUBJECT CONTENT: This book deals with the rapidly emerging field of Human Resource Development (HRD). HRD is a series of organized activities conducted within a specified time and designed to produce behavioral change. The most crucial single element in the entire pattern of HRD is the staff available to guide and implement the program. The author describes three major staff roles and eleven sub-roles related to the total HRD effort. The book is written for those actively involved in HRD but avoids the technical jargon which would prevent its use by others. The book is divided into the following chapters: (1) the leadership gap; (2) the leader: Definitions; (3) the issue develops; (4) creative pressures for the '70's; (5) the private-public dialogue; (6) response, the universities; (7) response: training outside the universities; (8) response, government training initiatives; (9) empty credentials and new careers; (10) the training argument; (11) leadership development in the '70's.

COMMENT:

CLASSIFICATION

03 . 01 06 . 05

AUTHOR: Passow, Harry A. (editor)

CORPORATE AUTHOR:

TITLE: Developing Programs for the Educationally Disadvantaged

PRICE: $3.95 **DATE:** 1968 365 **PAGE(s)**

SOURCE: Teachers College Press
Columbia University
New York, N.Y.

MEDIA: Book

ORIENTATION:

Adult Basic Education	Instructional Systems
Systems Approach	Systems Analysis
Curriculum	Adult Development

SUBJECT CONTENT: This is a collection of seventeen papers concerned with theoretical analysis, research findings, and practical field experiences of educators working to develop programs for educationally disadvantaged children and adults. Titles include "Teaching Standard English as a Second Dialect," "The Beginning Teachers' Induction into the Inner-City School," "Education and the Powerless," and "A Model for Developing Relevant Content." Some references are provided; a selected bibliography of literacy education documents is included. The articles are thoroughly indexed.

COMMENT:

CLASSIFICATION

03 . ______ 04 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Patten, Thomas H., Jr.

CORPORATE AUTHOR:

TITLE: Manpower Planning and the Development of Human Resources

PRICE: **DATE:** 1971 737 **PAGE(s)**

SOURCE: John Wiley & Sons, Inc.
New York, N.Y.

MEDIA: Book

ORIENTATION: Manpower Utilization
Career Education

SUBJECT CONTENT: Provides framework for placing developments in industrial education and training in perspective for the practitioner in industry as well as the social scientist and student.

COMMENT:

CLASSIFICATION

03 . ______ 04 . ______ 07 . ______

02 . ______ ___ . ______ ___ . ______

AUTHOR: Patterson, Margot

CORPORATE AUTHOR:

TITLE: "New Directions for Women." Adult Leadership, Volume 22, No. 1

PRICE: DATE: May, 1973 PAGE(s)

SOURCE: Adult Education Association of the U.S.A.
810 - 18th Street, N.W.
Washington, D.C. 20006

MEDIA: Journal

ORIENTATION:		
	Working Women	Occupational Information
	Women's Education	Adult Development

SUBJECT CONTENT: Information on programs of study, workshops, multimedia presentations, research projects, resources, etc. related to advancement opportunities for women.

COMMENT:

CLASSIFICATION

03 . ______ ___ . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Pierson, Frank

CORPORATE AUTHOR:

TITLE: Community Manpower Services for the Disadvantaged

PRICE: $1.25 **DATE:** 1972 98 **PAGE(s)**

SOURCE: The Upjohn Institute
300 South Westnedge Avenue
Kalamazoo, Michigan 49007

MEDIA: Pamphlet

ORIENTATION: Manpower Utilization
Labor Education
Community Services

SUBJECT CONTENT: This pamphlet provides steps community personnel should take if the federal funding agencies decentralize. The author maintains that if successful ongoing manpower training programs are to continue, immediate action on the local level must take place.

COMMENT:

CLASSIFICATION

03 . ______ 04 . ______ 02 . ______

07 . ______ ___ . ______ ___ . ______

AUTHOR: Pietrofesa, John J. and Nancy K. Schlossberg

CORPORATE AUTHOR:

TITLE: Counselor Bias and the Female Occupational Role
(ED 044 749)

PRICE: **DATE:** 1970 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:
Counselors
Working Women

SUBJECT CONTENT: Content analysis of 29 taped interviews involving one female student and 29 counselors. Implications of findings are discussed.

The inferior position of women in the world of work is discussed as a backdrop for this study which sought to test the hypothesis that counselors are biased against women entering a "masculine" occupation.

COMMENT:

CLASSIFICATION

03 . ______ 06 . ______ 07 . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR:

CORPORATE AUTHOR:

TITLE: Planning for Personnel Development in Adult Basic Education

PRICE: **DATE:** 1968-69 9 **PAGE(s)**

SOURCE: Texas Education Agency
Austin, Texas

MEDIA: Pamphlet

ORIENTATION:

Manpower Utilization	Career Education
Career Development	Adult Learning
Training	Manpower Utilization Program

SUBJECT CONTENT: This pamphlet provides guidelines for developing local ABE training programs (pre-service and in-service) for more effective use of ABE personnel. A bibliography is included.

COMMENT:

CLASSIFICATION

03 . ________ 05 . ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR: Provus, Malcolm

CORPORATE AUTHOR:

TITLE: "In Search Of Community." Phi Delta Kappan, Volume LIV, No. 10

PRICE: DATE: June, 1973 3 PAGE(s)

SOURCE:

MEDIA: Journal

ORIENTATION:		
	Community Planning	Educational Strategies
	Systems Approach	Funding Strategies
	Social Responsibility	Social Change

SUBJECT CONTENT: The author discusses the various aspects of revenue sharing in the financing of community education. He feels that a new system is needed which bonds education, community development, evaluation methodology, and public information into a unified arrangement for education to be accountable to the community. The dynamics of such a program would insure the gradual development of informed, increasingly involved local clients, the emergence of a purposive self-realizing community, genuinely collaborative relations between city and suburban and larger regional residents, and improved public services given available funds. Eventually this could mean new hope for our metropolitan communities.

COMMENT:

CLASSIFICATION

03 . 01   06 . ______   ____ . ______

____ . ______   ____ . ______   ____ . ______

AUTHOR: Radcliffe, Donald V. and Others

CORPORATE AUTHOR:

TITLE: Motivation and the Disadvantaged Trainee: A Manual for Instructors

PRICE: **DATE:** 1969   118 **PAGE(s)**

SOURCE: U. S. Department HEW, Office of Education
Division of Manpower Development and Training
Washington, D. C.

MEDIA: Book

ORIENTATION:	Vocational Education	ABE
	Program Development	Job Skills

SUBJECT CONTENT: This manual outlines concepts of motivation and teaching/learning techniques that should appeal to minimally-skilled, failure-conscious trainees. Various components of motivation-drives, incentives, threats, stress, reinforcement, etc. are discussed. Instructional techniques and methods are suggested. Particular relation to skill training, life goals and occupational growth is emphasized. Samples of student and teacher materials are appended.

COMMENT:

CLASSIFICATION

03. ________ 07. ________ ____.________

____.________ ____.________

AUTHOR: Raines, Max R.

CORPORATE AUTHOR:

TITLE: "The Student Personnel Situation." Junior College Journal, Volume 36

PRICE: **DATE:** March, 1966 2 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:

Adult Development
Community Services
Manpower Utilization
Pupil Personnel Services

SUBJECT CONTENT: Raines discusses the necessity of community colleges establishing community guidance centers. Those colleges which have been able to provide adequate counseling and guidance services should be identified as potential community guidance centers. Pilot programs should be established only in those communities where adequate surveys indicate the need for the community college to provide these services. Those colleges selected to participate in a two-year pilot project should be provided sufficient staff and equipment so that services being offered to enrolled students will not be jeopardized.

COMMENT:

CLASSIFICATION

03 . ________ 07 . ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR: Raines, Max R. and Gundar A. Myran

CORPORATE AUTHOR:

TITLE: "Community Services: A University-Community College Approach." Junior College Journal, Volume 41

PRICE: **DATE:** May, 1970 5 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:

Community Services	Adult Development
Adult Education	Community Education

SUBJECT CONTENT: Raines and Myran discuss a model whereby the university and community college could provide a linkage system for a community services program. The objective would be to utilize the expertise of each respective institution to establish a viable program of community services.

COMMENT:

CLASSIFICATION

02 . ______ 07 . ______ 02 . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Rand, L. and A. Miller

CORPORATE AUTHOR:

TITLE: "A Developmental Cross-Sectioning of Women's Careers and Marriage Attitudes and Life Plans." Journal of Vocational Behavior, Volume 2

PRICE: **DATE:** 1972 14 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:
Working Women
Women's Education
Human Development

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

03 . ________ ____ . ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR: Rauch, David B. (editor)

CORPORATE AUTHOR:

TITLE: Priorities in Adult Education

PRICE: **DATE:** 1972 241 **PAGE(s)**

SOURCE: The Free Press
866 Third Avenue
New York, N.Y. 10022

MEDIA: Book

ORIENTATION: Adult Learning
Community Service Programs

SUBJECT CONTENT: Central concepts related to working with adults; planning suggestions; starting and adult education program; adult "needs"; small group work; planning conferences; seminars, workshops and public relations.

COMMENT: A comprehensive aid to anyone intent on effectively developing and operating programs for people.

CLASSIFICATION

03 . ______ 04 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR:

CORPORATE AUTHOR:

TITLE: Research in Education

PRICE: $21.00 annually DATE: PAGE(s)

SOURCE: U. S. Government Printing Office
Washington, D.C. 20402

MEDIA: Periodical (monthly)

ORIENTATION: Monthly abstract journal announcing recently completed research and research-related reports in the field of education.

SUBJECT CONTENT: Abstracts of recent research reports, related documents and educational resource materials.

COMMENT:

CLASSIFICATION

03 . ______ 07 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Richardson, R. E., Jr., C. F. Blocker, and Louis W. Bender

CORPORATE AUTHOR:

TITLE: Governance for the Two-Year College

PRICE: **DATE:** 1972 **PAGE(s)**

SOURCE: Prentice-Hall, Inc.
Englewood Cliffs, New Jersey

MEDIA: Book

ORIENTATION:

Educational Strategies	Systems Approach
Administration	Curriculum
Instructional Systems	Task Performance

SUBJECT CONTENT: This book offers pioneering alternatives to outmoded, traditional administrative practices. Emphasis is upon participational governance involving the entire community college, as well as other ideas based on recent management research. The in-depth coverage of this material defines the purpose of administration, provides workable solutions and methods for resolving the differences that often arise between various factions. It is a guide for the systematic development of effective college administration. The variety of concise and practical ideas permits the two-year institution to shape adminstrative procedures that will permit continued growth and a vital, healthy future.

COMMENT:

CLASSIFICATION

03 . ________ 04 . ________ 07 . ________

___ . ________ ___ . ________ ___ . ________

AUTHOR: Rosser, John R., Jr.

CORPORATE AUTHOR:

TITLE: The Role of Adult/Continuing Education Within the Concept of Career Education

PRICE: **DATE:** January 31, 1972 13 **PAGE(s)**

SOURCE: National Council of State Directors of Adult Education
1201 - 16th Street, N.W., Suite 429
Washington, D.C. 20036

MEDIA: Paper

ORIENTATION:
Adult Career Education
Adult Learning

SUBJECT CONTENT: Career education concept; Adult/continuing education; Nature of adult education; Need for survival; Role of adult education/continuing education; Objectives; Bibliography.

COMMENT: This was a draft in the development of a proposed position paper presented to the National Council of State Directors of Adult Education in New Orleans, March, 1972.

CLASSIFICATION

03 . ____ 04 . ____ 07 . ____

AUTHOR: Rossman, Mark H.

CORPORATE AUTHOR:

TITLE: "The Communications Gap in Adult Basic Education." Adult Leadership, Volume 20, No. 7

PRICE: **DATE:** January, 1972 **PAGE(s)**

SOURCE: Adult Education Association of the U.S.A.
810 - 18th Street, N.W.
Washington, D.C. 20006

MEDIA: Journal

ORIENTATION: Adult Development
Educational Strategies

SUBJECT CONTENT: Need for improved verbal, as well as non-verbal communication.

COMMENT: Educators must learn to hear more than what is actually being said, and to view students as individuals.

CLASSIFICATION

03 . ____ 07 . ____ ____ . ____

____ . ____ ____ . ____ ____ . ____

AUTHOR: Roueche, John E.

CORPORATE AUTHOR:

TITLE: "Adult Education in the Junior College." American Association of Junior Colleges (ED 025 240)

PRICE: **DATE:** November, 1968 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O.Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:

Adult Learner
Curriculum
Human Development
Adults
Social Responsibility

SUBJECT CONTENT: Roueche discusses the role and scope of adult education in the community college setting. He feels that adult education has to become an integral part of the total program of the community college if it is going to have an effect upon the institutional philosophy of the community college and the community which it is designed to serve.

COMMENT:

CLASSIFICATION

03 . ________ 07 . ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR: Roueche, John E., George A. Baker III, and Richard L. Brownell

CORPORATE AUTHOR:

TITLE: Accountability and the Community College: Directions for the 70's.

PRICE: **DATE:** 1971 **PAGE(s)**

SOURCE: American Association of Junior Colleges
Washington, D.C.

MEDIA: Book

ORIENTATION:

Social Change	Educational Strategies
Community Service	Instructional Systems

SUBJECT CONTENT: The authors discuss the issue of accountability as it relates to the role and scope of the community college. One of the main points is the fact that if community colleges are going to be accountable for their educational processes, they must make a concerted effort to meet the educational, and societal needs of the community and larger society of which they are a part. One way of accomplishing this goal is through an intensive effort on the part of the community services division to identify the actual needs of the community and establishing programs and procedures to act as a change agent within the community.

COMMENT:

CLASSIFICATION

03 . ______ 07 . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Royce, Marion

CORPORATE AUTHOR: Ontario Institute for Studies in Education, Toronto, Department of Adult Education

TITLE: The Continuing Education of Women: Some Programs in the United States of America (ED 023 059)

PRICE: MF .65
HC $6.58 **DATE:** 1968 166 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland

MEDIA: ERIC

ORIENTATION: Women's Education

SUBJECT CONTENT: Report on Canadian project to document programs and services in continuing education for women in other countries as a frame of reference for policies that would facilitate more adequate provision for such education in Canada.

Included are descriptions of selected programs in the U.S. chiefly concerned with occupational preparation or upgrading and largely in occupations traditionally considered female, with practically unanimous acceptance of the key role of counseling.

COMMENT:

CLASSIFICATION

03 . ______ 04 . ______ 02 . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Russell, James W.

CORPORATE AUTHOR:

TITLE: "What to do About Dropouts." Adult Leadership, Volume 22, No. 1

PRICE: **DATE:** May, 1973 2 **PAGE(s)**

SOURCE: Adult Education Association of the U.S.A.
810 - 18th Street, N.W.
Washington, D.C. 20006

MEDIA: Journal

ORIENTATION:
Adult Counseling
Adult Development
Adult Drop-outs

SUBJECT CONTENT: What is to be expected from teachers, employers, technology and service? Is there a syndrome of drop-out proneness? How much special attention is expected from teachers and counselors? How much emphasis should be placed on redeployment? A cure for attrition?

The student who is about to depart is a citizen with rights and his just due. The teacher and counselor should consider their responsibilities to the student.

COMMENT:

CLASSIFICATION

03 . ______ 04 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Ruttenberg, Stanley H.

CORPORATE AUTHOR:

TITLE: Manpower Challenge of the 1970's: Institution and Social Change

PRICE: **DATE:** 1970 126 **PAGE(s)**

SOURCE: The Johns Hopkins Press
Baltimore, Maryland 21218

MEDIA: Book

ORIENTATION:
Manpower Utilization
Career Development
Social Change

SUBJECT CONTENT: Organization of Manpower Programs and the evolution of a Federal Manpower policy of assistance to the disadvantaged and of a growing national commitment to the two goals of full employment and equal employment opportunity for all.

COMMENT:

CLASSIFICATION

03 . ________ 04 . ________ 06 . ________

___ . ________ ___ . ________ ___ . ________

AUTHOR: Ryan, T. A.

CORPORATE AUTHOR:

TITLE: Career-Based Adult Education in Corrections: A National Program of Training and Model Design (OEG-0-72-4602)

PRICE: **DATE:** July, 1973 83 **PAGE(s)**

SOURCE: University of Hawaii, College of Education
Education Research and Development Center
Honolulu, Hawaii

MEDIA: Booklet

ORIENTATION:

Career Planning	Career Education
Career Development	Adult Learning
Adult Development	Training

Adult Vocational Education

SUBJECT CONTENT: This booklet demonstrates a two-fold purpose: (1) personnel training, (2) model design.

In 1972-1973, advanced training was provided for select individuals through a national five-day seminar and a ten-day internship.

There were five systematic sequential activities outlined in the booklet. The results: 97 participants trained to plan, implement and evaluate adult career education program for correctional settings.

COMMENT:

CLASSIFICATION

03. 07.

AUTHOR: Sarason, Seymour B.

CORPORATE AUTHOR:

TITLE: The Creation of Settings and the Future Societies

PRICE: $10.50 DATE: 1972 PAGE(s)

SOURCE: Jossey-Bass, Inc., Publishers
615 Montgomery Street
San Francisco, California 94111

MEDIA: Book

ORIENTATION:
Social Change
Social Responsibility
Transcience
Systems Approach
Organizational Restructuring

SUBJECT CONTENT: Sarason establishes a new field of study--the creation of settings--that may well be one of the key issues of our society. The country is on a virtual binge of social reform. Billions are being plowed into social reform through various governmental and private agencies. Help for the poor, the retarded, the culturally deprived is being extended in all directions. Results, however, are poor and behavioral scientists are aware of the criticisms of their end product. By pointing out the complexities in the creation of a new setting (or agency) and laying out the basic components, Sarason provides tools that can lead to success. Psychologists and sociologists will recognize that it is a genuinely ground-breaking work and that it opens up an entirely new area for scholorship, research, and social action.

COMMENT:

CLASSIFICATION

03 . ______ 06 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Scharles, Henry G.

CORPORATE AUTHOR:

TITLE: The Relationship of Selected Personality Needs to Participation, Drop-Out, and Achievement Among Adult Learners (AC-001-801)

PRICE: M $3.00
X $6.00 **DATE:** 1966 124 **PAGE(s)**

SOURCE: Florida State University
Tallahassee, Florida

MEDIA: Dissertation

ORIENTATION:		
	Adults	Adult Learning
	Adult Drop-Outs	Adult Development

SUBJECT CONTENT: This study shows a relationship between personality needs of drop-outs to achievement among adult learners. A random sample of 90 males and 50 females was drawn from 600 students. The Edwards Personal Preference Schedule was administered and the data was tested by the Chi Square Test. Some of the findings show: Male non drop-outs differed from drop-outs with a higher affiliation need and lower autonomy need; female non drop-outs differed with a higher need for abasement and lower need for achievement.

COMMENT:

CLASSIFICATION

03 . ____ 07 . ____ ____ . ____

____ . ____ ____ . ____ ____ . ____

AUTHOR: Schultz, Raymond C. and R. Curtis Ulmer

CORPORATE AUTHOR:

TITLE: "How Do Day and Evening Students Compare." Junior College Journal, Volume 37

PRICE: **DATE:** September, 1966 2 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:

Adult Learner	Adult Counseling
Adult Education	Manpower Utilization
Systems Approach	Progam Planning

SUBJECT CONTENT: Schultz and Ulmer cite studies which indicate that junior colleges are meeting neither their potential nor the demands of a changing society when the evening program is assigned a marginal role. Such a marginal role is evident when a program is staffed with poorly qualified instructors, supervision is lacking, financial support is inadequate, and little achievement in guidance is offered. Student personnel programs designed for adults lack research, cohesiveness, and lack of proper program planning.

COMMENT:

CLASSIFICATION

03. ______ 04. ______ ___.______

___.______ ___.______ ___.______

AUTHOR: Sepede, John H.

CORPORATE AUTHOR:

TITLE: "Individualizing ABE Programs Through Learning Packets."
Adult Leadership, Volume 20, No. 8

PRICE: DATE: February, 1972 PAGE(s)

SOURCE: Adult Education Association of the U.S.A.
810 - 18th Street, N.W.
Washington, D.C. 20006

MEDIA: Journal

ORIENTATION: An objective mode of individualizing instruction in adult education programs can be achieved through the use of learning packets. Teaching Procedures

SUBJECT CONTENT: Individualized instruction, learning packets.

COMMENT:

CLASSIFICATION

03. ____ 07. ____ ____. ____

____. ____ ____. ____ ____. ____

AUTHOR: Sexton, Patricia Cayo

CORPORATE AUTHOR:

TITLE: Lifelong Learning, Volume 516

PRICE: **DATE:** June, 1972 6 **PAGE(s)**

SOURCE: The Urban Review, Center for Urban Education
105 Madison Avenue
New York, N.Y. 10016

MEDIA: Article

ORIENTATION: Proposal to invest public funds so that learning will be spread around more evenly throughout our lifetime.
Adult Learning

SUBJECT CONTENT: Article stresses that learning is a life-long process which is not limited to only the time we sit in a classroom. The author breaks learning down into five streams. Stream One: Academic Learning; Stream Two: Job Training; Stream Three: Leisure Learning (cultural and company); Stream Four: Everything that comes to us through the mass media; Stream Five: Real-Life Learning.

COMMENT:

CLASSIFICATION

03. ______ 02. ______ 07. ______

___.______ ___.______ ___.______

AUTHOR: Shaw, Nathan C. (editor)

CORPORATE AUTHOR:

TITLE: Administration of Continuing Education

PRICE: **DATE:** 1969 438 **PAGE(s)**

SOURCE: National Education Association
1201 Sixteenth Street, N.W
Washington, D.C. 20036

MEDIA: Book

ORIENTATION:
Adult Learning
Adult Counseling
Educational Strategies
Instructional Systems

SUBJECT CONTENT: The Organization and Adminstration of Continuing Education; Program Development and Operation; The Adult Participant; Counseling and Guidance Services; Improvement of Instruction; Research and Evaluation; Patterns and Trends.

COMMENT:

CLASSIFICATION

03. ______ 07. ______ 04. ______

__.______ __.______ __.______

AUTHOR: Simpson, E.

CORPORATE AUTHOR:

TITLE: "The New Womanhood: Education for Viable Alternatives."
The Courage to Change: New Directions for Career Education,
R. C. Pucinski and S. P. Hirsch (editors)

PRICE: **DATE:** 1971 22 **PAGE(s)**

SOURCE: Prentice-Hall, Inc.
Englewood Cliffs, New Jersey

MEDIA: Book

ORIENTATION: Women's Education
Career Development

SUBJECT CONTENT: Role conflict situations; child rearing, marriage and career; women at work; job career, home and family; legislation for women; program of action: federal guidelines, task force report, and recommendations.

COMMENT:

CLASSIFICATION

03 . ____ 07 . ____ ____ . ____

____ . ____ ____ . ____ ____ . ____

AUTHOR: Smith, Robert M., George F. Aker, and J.R. Kidd (editors)

CORPORATE AUTHOR:

TITLE: Handbook of Adult Education

PRICE: **DATE:** 1970 594 **PAGE(s)**

SOURCE: The Macmillan Company
866 Third Avenue
New York, N.Y. 10022

MEDIA: Book

ORIENTATION: Adult Learning Human Development

SUBJECT CONTENT: (1) The social setting for adult education; (2) Adult education defined and described; (3) The educators of adults; (4) Philosophical considerations; (5) Research and theory; (6) Community colleges; (7) Health and welfare agencies; (8) Adult Basic Education; (9) Human Relations; (10) Sensitivity training; (11) Education for family life; (12) Education for public and social responsibility; and (13) Continuing education for women.

Correlation, in reference form of data relating to the many activities that come under the term "adult education."

COMMENT:

CLASSIFICATION

03 . ______ 04 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Smoker, David S.

CORPORATE AUTHOR:

TITLE: Vocational Education: Innovations Revolutionize Career Training

PRICE: DATE: 1971 65 PAGE(s)

SOURCE: National School Public Relations Association
Washington, D.C.

MEDIA: Report

ORIENTATION:
Career Planning
Vocational Education
Career Development
Vocational Redevelopment
Adult Vocational Education

SUBJECT CONTENT: This report is a summary of trends in vocational education. Moves towards vocational education consolidation and coordination with manpower programs, education-industry cooperatives is a sample trend. New programs on various (national, state, local) levels are listed. Emphasis is particularly placed on the recognition that vocational education is for "everyone" and not solely for the non-college bound.

COMMENT:

CLASSIFICATION

03 . ______ 07 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Sproul, Kenneth H.

CORPORATE AUTHOR:

TITLE: "Financial Aid for the Underprivileged Adult." American College Personnel Association: College Personnel Service for the Adult (ED 021 287)

PRICE: DATE: April, 1968 PAGE(s)

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O.
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION: Adult Learner
Educational Counseling

SUBJECT CONTENT: Proceeding of a Pre-Convention Workshop prior to the American Personnel and Guidance Association Convention, Detroit, Michigan.

COMMENT:

CLASSIFICATION

03 . ____ 02 . ____ ____ . ____

____ . ____ ____ . ____ ____ . ____

AUTHOR: Stewart, Robert Miller

CORPORATE AUTHOR:

TITLE: "An Evaluation of the Guidance Program in the Los Angeles City Adult Schools." Dissertation Abstracts, Volume 28, No. 105A

PRICE: **DATE:** July, 1967 **PAGE(s)**

SOURCE: University of California

MEDIA: Dissertation (unpublished)

ORIENTATION:

Guidance Programs
Systems Analysis
Evaluation
Adult Counseling
Counseling Services
Student Personnel Services

SUBJECT CONTENT: Miller conducted a study to evaluate the guidance program in the Los Angeles, California, adult schools. The primary purpose was to determine if the existing guidance services were adequately meeting the needs of their clientele. Among the most significant findings were: (1) the major effort was educational counseling with vocational counseling only a minor part of the service; (2) information services were found to be inadequate; (3) data on personal, social, and mental status were inadequate; (4) counselor's time was involved in routine clerical duties; (5) half of the personnel responsible for guidance functions had received little or no training; (6) provisions for follow-up services were the least adequate found in the entire study. Recommendations were: (1) provisions for broader testing program; (2) development of guidance oriented administration and faculty; (3) in-service training of all individuals involved in providing guidance to the adult student; (4) vastly improved provisions be made for vocational guidance facilities.

COMMENT:

CLASSIFICATION

03 .
04 .
06 .

AUTHOR: Swift, Joan W.

CORPORATE AUTHOR:

TITLE: Human Services Career Programs and the Community College (ED 052 774)

PRICE: MF .65 HC $3.29 **DATE:** 1971 79 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:

Adult Counseling	Curriculum Development
Adult Learning	Career Planning

School Community Relationship

SUBJECT CONTENT: Changes in the role of the community college, coupled with the need for improved community human services and the war on poverty, lead to a need for human services career programs. The fields covered are social services, health and education, and the programs are occupational and professional in nature. As realistic responses to the needs of local communities, examples are given showing the range of programs presently in operation in public and private community colleges.

COMMENT:

CLASSIFICATION

03 . ______ 07 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Swineburne, Bruce Ryan

CORPORATE AUTHOR:

TITLE: "Characteristics of Adult Part-time Students in Selected Public Community Colleges." Dissertation Abstracts, Volume 31, No. 5805A

PRICE: **DATE:** May, 1971 **PAGE(s)**

SOURCE:

MEDIA: Dissertation

ORIENTATION:

Adult Learner	Adult Education
Adult Psychology	Community Colleges
Systems Approach	Educational Strategies

SUBJECT CONTENT: Swineburne conducted a survey of 1,547 part-time students in five public community colleges within population differentiated communities to determine characteristics of adults in selected public community colleges. The conclusions of the study were: (1) adult part-time students possess highly diversified characteristics; (2) community size exerts no influence on these characteristics; (3) adult part-time students attain more education than their parents or siblings; (4) community colleges are instrumental in providing educational opportunities for adults; (5) younger adult students are more concerned than older adult students with earning a degree and improving job status; (6) males carry heavier loads, receive more incentives, are more concerned with earning credit and improving occupation status; (7) adults are concerned with the time investment in college attendance and resent time consuming, non-instructional activities, such as complex registration procedures.

COMMENT:

CLASSIFICATION

03 . ______ 04 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Terlin, Rose O.S.

CORPORATE AUTHOR:

TITLE: Job Horizons for College Women (revised edition)
(Doc. No. 0-257-826)

PRICE: .35¢ DATE: 1967 92 PAGE(s)

SOURCE: Superintendent of Documents
U. S. Government Printing Office
Washington, D.C. 20402

MEDIA: Book

ORIENTATION: Working Women
Manpower Utilization

SUBJECT CONTENT: Educational requirements, job opportunities and responsibilities, estimated salaries, and opportunities for advancement.

COMMENT: Occupations listed are mainly traditionally "female"; only a few "masculine" occupations are included.

CLASSIFICATION

03 . ______ 04 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR:

CORPORATE AUTHOR: The Center for Vocational and Technical Education

TITLE: Abstracts of Instructional Materials in Vocational and Technical Education (AIM)

PRICE: $11.00 Annually **DATE:** **PAGE(s)**

SOURCE: The Center for Vocational and Technical Education
1900 Kenny Rd.
Columbus, Ohio 43210

MEDIA: Periodical (quarterly)

ORIENTATION: Quarterly abstract journal announcing recently developed instructional materials for use in vocational, occupational, technical and career education.

SUBJECT CONTENT: Abstracts of recently developed instructional materials and curriculum guides.

COMMENT:

CLASSIFICATION

03 . ____ 04 . ____ 07 . ____

____ . ____ ____ . ____ ____ . ____

AUTHOR: Thoni, R.,L. Hansen, M. Klaurens and W. Tennyson

CORPORATE AUTHOR: Department of Counseling and Student Personnel,
Psychology and Distributive Education
College of Education, University of Minnesota

TITLE: Women and the World of Work: A Learning Opportunities Package

PRICE:

DATE: 1970

PAGE(s)

SOURCE: See Corporate Author

MEDIA: Book

ORIENTATION: Working Women
Career Development

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

03.　　04.　　02.

AUTHOR: Thornton, James W., Jr.

CORPORATE AUTHOR:

TITLE: The Community Junior College, 3rd edition

PRICE:　　**DATE:** 1972　　**PAGE(s)**

SOURCE: John Wiley and Sons, Inc.

MEDIA: Book

ORIENTATION:
Adult Learner
Adult Education
Community Services
Community Colleges
Adult Counseling
Social Responsibility

SUBJECT CONTENT: This book is the third edition of the author's writings on the community junior college. He attempts to define the role and scope of the community college in present day society. New materials have been introduced in every chapter in order to recognize new trends in curriculum and in adminstration. The basic aim of the book is to provide people who teach in community colleges with a useful and practical introduction to the principles and practices of the most vital and rapidly expanding segment of all American Education. The book is divided into the following sections: (1) backgrounds of the community junior college, (2) organization of community junior colleges, (3) community junior college in operation, and (4) issues and opportunities.

COMMENT:

CLASSIFICATION

03 . ______ 07 . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Totten, W. Fred

CORPORATE AUTHOR:

TITLE: The Power of Community Education

PRICE: DATE: 1970 168 PAGE(s)

SOURCE: Pendell Publishing Company
Midland, Michigan

MEDIA: Book

ORIENTATION: Community Service Programs
Social Change
Human Development

SUBJECT CONTENT: The community school-hub of community education; Theory of community education; Impact upon the solution of theory of community education; Impact upon the solution of social problems; Prevention and control of crime and delinquency; Programs that encourage positive behavior of children and youth; Adult action projects for indvidual and community development; The community school fosters community and group action; Reaching specific goals; Individual cases of growth and development; Modern education's most powerful ally.

COMMENT: An illustration of how community education, through the multipurpose school structure commonly known as the community school has the power to influence the people of a community into working toward the solution of human problems.

CLASSIFICATION

03 . 01　　　06 .　　　07 .

AUTHOR: Tough, Allen

CORPORATE AUTHOR:

TITLE: The Adult's Learning Projects: A Fresh Approach to Theory and Practice in Adult Learning

PRICE:　　**DATE:** 1971　　185 **PAGE(s)**

SOURCE: The Ontario Institute for Studies in Education
252 Bloor Street West
Toronto 5, Ontario, Canada

MEDIA: Book

ORIENTATION:

Curriculum	Intellectual Development
Adult Learning	Adult Basic Education
Instructional Systems	

SUBJECT CONTENT: During the past seven years, a loosely knit group of researchers in Toronto have conducted several studies of the highly deliberate learning efforts made by men and women. By reporting and synthesizing these results, this book provides a broad picture of these learning efforts, which have turned out to be surprisingly common and important. The findings and implications of the studies, all of which focus on the adult's learning project, are providing a fresh approach to theory and practice in adult learning.

COMMENT:

CLASSIFICATION

03. 07. 04.

AUTHOR:

CORPORATE AUTHOR: Bureau of Adult, Vocational and Technical Education, USOE

TITLE: Perspectives of Adult Education in the United States and a Projection for the Future (ED 065 734)

PRICE: MF .65
HC $3.29 **DATE:** 1972 74 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:

Adult Students	Task Analysis
Adult Learning	Change Agents
Career Education	Systems Approach

SUBJECT CONTENT: During the past decade of adult education, the concepts of career education and lifetime learning have increased in importance. Federal involvement in adult education has increased without a conscious sense of direction, and will undoubtedly continue to increase, leading to greater political pressures on administrators. Adult Education needs more career-oriented personnel in order to help achieve the goal of increasing education opportunities for all population groups. With continued progress, only about a sixth of the employed persons by 1975 will have received less that 8 years of schooling.

As the characteristics of the labor force change, career education becomes ever more significant; therefore the Federal Government has placed strong emphasis on restructuring the curriculum to integrate career orientation. This coming decade promises massive growth in adult education.

COMMENT: Report of the UNESCO International Conference on Adult Education (3rd, Tokyo, Japan, July 25-August 7, 1972).

CLASSIFICATION

03. ______ 06. ______ 07. ______

AUTHOR: Venn, Grant

CORPORATE AUTHOR:

TITLE: Man, Education and Manpower

PRICE: **DATE:** 1970 281 **PAGE(s)**

SOURCE: The American Association of School Administrators
1201 Sixteenth Street, N.W.
Washington, D.C. 20036

MEDIA: Book

ORIENTATION: Role of education in development of manpower needs in technological society.

Manpower Utilization Adult Learning

SUBJECT CONTENT: Manpower revolution; man and work; work status, economic growth; national versus local needs; schools' role past, present, future in meeting manpower needs; history of manpower development; supply and demand; changes required in education.

COMMENT:

CLASSIFICATION

03 . ______ 04 . ______ 02 . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Vitro, Frank T.

CORPORATE AUTHOR:

TITLE: "Implications of Self-Concept Theory for Education of the 'Total Adult'". Adult Leadership, Volume 20, No. 2

PRICE: **DATE:** June, 1971 **PAGE(s)**

SOURCE: Adult Education Association of the U.S.A.
810 - 18th Street, N.W.
Washington, D.C. 20006

MEDIA: Journal

ORIENTATION: To achieve the end of self-actualization of students, educators must concern themselves with both halves of the equation: the person and the world, the learner and the subject.

SUBJECT CONTENT: Exploration of implications of self-concept theory; education of the "total adult."

COMMENT:

CLASSIFICATION

03 . ______ 07 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Williamson, E.G.

CORPORATE AUTHOR:

TITLE: "Potentialities for Creative Programming in Student Personnel Work." American Association of Junior Colleges, cited in the McConnell-Raines Report to the Carnegie Commission (ED 013 065)

PRICE: **DATE:** November, 1965 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION: Educational Strategies
Pupil Personnel Services

SUBJECT CONTENT: Williamson discusses the role of the junior college in pupil personnel services. The junior college is the most logical institution in higher education to help these goals become reality for many adults enrolled in such programs. The junior colleges should be sensitive to the needs and contemporary societal conditions as they currently reassess their societal mission, in preparation for the great expansion in enrollment. The junior college must put as one of its main priorities the development, expansion and sophistication of adult counseling and guidance programs meeting not only the needs of the individual student but the societal needs of the community.

COMMENT:

CLASSIFICATION

03 . ______ 04 . ______ 06 . ______

AUTHOR: Worthington, Robert M.

CORPORATE AUTHOR:

TITLE: The Implications of Career Education for Adult Education in the United States (ED 065 733)

PRICE: MF .65
HC $3.29

DATE: July, 1972

23 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:

Adult Learning	Career Education
Models	Integrated Curriculum

SUBJECT CONTENT: Career education is based on the idea that all educational experiences, curriculum and counseling should be geared to preparing each individual for a life of economic independence, personal fulfillment, and an appreciation for the dignity of work. It is a lifelong systematic way of acquainting students with the world of work in their elementary and junior high school years and preparing them in high school and college to enter into and advance in a career field of their own choosing. For adults it is a way to re-enter formal or informal educational programs at any time to upgrade skills or enter a new career field. Currently four models are being utilized by high schools, colleges, employers, and others to adapt the career education concept to their particular needs. These include the school-based, employer-based, rural-residential, and home-community models.

COMMENT: Presentation at the UNESCO International Conference on Adult Education (3rd, Tokyo, Japan, July 25-August 7, 1972)

CLASSIFICATION

03 . ______ 04 . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR:

CORPORATE AUTHOR: Wyoming State Department of Education

TITLE: Wyoming's Occupational Resource Kit (WORK)

PRICE: DATE: Began 1970 PAGE(s)

SOURCE: State Department of Education
Cheyenne, Wyoming 82001

MEDIA: Program

ORIENTATION: Occupational Information

SUBJECT CONTENT: A deck of michofiche cards containing over 400 job descriptions.

COMMENT:

CLASSIFICATION

03 . ______ 04 . ______ 07 . ______

AUTHOR: Zytowski, Donald

CORPORATE AUTHOR:

TITLE: "Toward a Theory of Career Development for Women."
Personnel and Guidance Journal, Volume 47, No. 7

PRICE: **DATE:** 1967 4 **PAGE(s)**

SOURCE: American Personnel and Guidance Association
1607 New Hampshire Avenue
Washington, D.C. 20009

MEDIA: Journal

ORIENTATION:
Working Women
Women's Education
Human Development

SUBJECT CONTENT: Nine postulates are presented in an attempt to characterize the distinctive differences in the work life of men and women, the developmental stages unique to women, their patterns of vocational participation, and the determinants of the patterns. Implications for practicing counselors and additional needed research are noted.

COMMENT: Zytowski seems to accept the need by women for new life roles, but only as long as they don't conflict too strongly with his own biases.

BEST COPY AVAILABLE

04.

Career Education

CLASSIFICATION

04. ________ 01. ________ ____.________

____.________ ____.________ ____.________

AUTHOR: Adkins, Winthrop R.

CORPORATE AUTHOR:

TITLE: "Life Skills: Structured Counseling for the Disadvantaged."
Personnel and Guidance Journal, Volume 49, No. 2

PRICE: DATE: October, 1970 9 PAGE(s)

SOURCE: American Personnel and Guidance Association
1607 New Hampshire Avenue
Washington, D.C. 20009

MEDIA: Journal

ORIENTATION: Career Education
Rehabilitative Counseling

SUBJECT CONTENT: A Need for New Methods; Design Requirements; The Design of a Problem-Centered Curriculum; The Structured Four-Stage Model: Stimulus, Evocation, Objective Inquiry, Application; Flexibility of Operations; Staff Requirements; References.

A program for helping disadvantaged students learn the psychological, social and vocational skills they need.

COMMENT:

CLASSIFICATION

04. 07.

AUTHOR: Allen, Sally V. (editor)

CORPORATE AUTHOR:

TITLE: Compact, Volume 4, No. 4

PRICE:

DATE: August, 1970

48 **PAGE(s)**

SOURCE: Educational Commission of the States
1860 Lincoln Street
Denver, Colorado 80203

MEDIA: Magazine

ORIENTATION:
Working Women
Women's Education
Career Education and Educational Priorities

SUBJECT CONTENT: "Occupational Education—The Ugly Stepsister," Governor Russell Peterson; "People, Jobs and Priorities," Representative Edith Green; "Flexibility in the State Approach," Governor Robert E. McNair; "Employment Patterns for the Seventies," Russell Flanders; "Oregon Public Demands Occupational Programs," Dale Parnell; "Women as a Wasted Resource," Elizabeth Duncan Koontz; "Ranking Occupations Programs," Governors LeVander, Scott, Rockefeller, Curtis; "Comprehensive Manpower Development Legislation: A Proposal," Hugh Calkins; "Teachers: Vocational Education's Future," Calvin Dellefield; "Proposal for Occupational Teacher Teams," James J. Hammond; "Community College Outlook for the 70's," Bill J. Priest, H. Deon Holt; "Coordination Means Progress in Colorado," Marvin W. Buckles; "The Community College Must Change," Kenneth B. Hoyt; "Voluntary Accreditation Faces Change," Felix C. Robb; "Future Directions, Accrediting Occupational Programs."

COMMENT:

CLASSIFICATION

01 . 03

AUTHOR:

CORPORATE AUTHOR: American Association of State Colleges and Universities

TITLE: Less Than Baccalaureate Level Technical Education Programs in Higher Education

PRICE:

DATE: June, 1971

28 PAGE(s)

SOURCE: American Association of State Colleges and Universities
One Dupont Circle
Washington, D.C.

MEDIA: Paper

ORIENTATION: Technical Education Programs

SUBJECT CONTENT: An indication of the current and projected future of involvement of institutions of higher education in technical education programs of less-than-baccalaureate level. Source of data and method of study. Status of less-than-baccalaureate level technical education in higher education.

COMMENT:

CLASSIFICATION

04. ______ 02. ______ 01. ______

AUTHOR:

CORPORATE AUTHOR: American Personnel and Guidance Association

TITLE: Career Education and the Counselor--Selected Bibliography

PRICE: **DATE:** April, 1973 3 **PAGE(s)**

SOURCE: American Personnel and Guidance Association
1607 New Hampshire Avenue
Washington, D.C. 20009

MEDIA: Pamphlet

ORIENTATION: Bibliography/Reference List for Educators

SUBJECT CONTENT: A selected listing of materials related to career education counseling, kindergarten through adult.

COMMENT:

CLASSIFICATION

04 . ________ 03 . ________ 02 . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR: Archerd, Mary and Norma Ausmus

CORPORATE AUTHOR:

TITLE: New Resources in the Employment Services for Counselors and Jobseekers

PRICE:

DATE: May, 1972

8 PAGE(s)

SOURCE: U. S. Employment Service
Manpower Administration
Washington, D.C.

MEDIA: Pamphlet

ORIENTATION: Announcement of new resources in the Employment Service Job Placement.

SUBJECT CONTENT: Job Information Service (JIS)

- Employment Service job bank
- Job and occupational information library

JIS emphasis is on providing job opportunities information geared directly to the needs of each of the major user groups, i.e., jobseekers, counselors and other staff serving jobseekers.

COMMENT:

CLASSIFICATION

04. ______ 01. ______ ___.______

___.______ ___.______ ___.______

AUTHOR: Bannon, Joseph J.

CORPORATE AUTHOR:

TITLE: "A Creative Dimension In Recreation Training: An Outreach Approach In The Delivery of Leisure Services." Illinois Career Education Journal, Volume 30, No. 1

PRICE: **DATE:** Autumn, 1972 4 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:

Career Education	Manpower Utilization
Curriculum	Recreation

SUBJECT CONTENT: Article deals with an outreach approach in the delivery of leisure time and recreational activities for the adult population.

COMMENT:

CLASSIFICATION

04 . ______ 02 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Bailey, Larry J. (editor)

CORPORATE AUTHOR:

TITLE: Facilitating Career Development: An Annotated Bibliography

PRICE: **DATE:** July, 1970 132 **PAGE(s)**

SOURCE: Technical and Industrial Education
Southern Illinois University
Carbondale, Illinois

MEDIA: Book

ORIENTATION: Compilation of selected literature related to vocational guidance.

SUBJECT CONTENT: Computer-Based Guidance Systems; Models and Techniques for Career Guidance; Career Development Conferences; Experimental, Exemplary and Curricular Programs; Gaming, Simulation and Career Guidance Kits; Measuring Vocational Behavior; Approaches for Providing Occupational Information and Orientation.

COMMENT:

CLASSIFICATION

01 . 07 .

AUTHOR: Bailey, Larry J. and Ronald Stadt

CORPORATE AUTHOR:

TITLE: Career Education—New Approaches to Human Development

PRICE: **DATE:** 1973 430 **PAGE(s)**

SOURCE: McKnight Publishing Company
Bloomington, Illinois 61701

MEDIA: Book

ORIENTATION:
Social Change
Women's Education
Human Development

SUBJECT CONTENT: Climate for Change. Career Development Theory and Research. The Evolution of Career Education. Planning for Career Education.

Analysis and synthesis of educational criticism. Historical and theoretical treatment of career development, the foundations and evolution of career education and models for career education and curriculum development. Analysis of change theory as applicable to education and recommendations.

Includes a section on career development needs of special groups: Women and the culturally disadvantaged.

COMMENT:

CLASSIFICATION

04.03 04.99

AUTHOR: Barbush, Edward H.

CORPORATE AUTHOR:

TITLE: "At Long Beach, They 'Tell It Like It Is.'" Junior College Placement, Volume 30, No. 1

PRICE:

DATE: Oct.-Nov., 1969

6 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION: Task Performance
Task Analysis

SUBJECT CONTENT: California State College at Long Beach developed a job opportunity seminar program to bring together students, alumni, and employers to discuss problems and employment practices regarding minority groups. Enabled students to widen vocational horizons. Posed questions to recruiters concerning policies regarding minority groups.

COMMENT:

CLASSIFICATION

04. 07. 03.

AUTHOR: Barlow, Melvin L.

CORPORATE AUTHOR:

TITLE: The Case for Vocational Education in the Junior College with an Introductory Review of Recent Research (ED 057 785)

PRICE: MF .65
HC $3.29 **DATE:** 1972 4 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:

Career Education	Technical Education
Adult Learning	Vocational Education

SUBJECT CONTENT: This issue on the general planning of vocational-technical education emphasizes that education for employment should be the main purpose of the educational enterprise, and that junior colleges should occupy a dominant position in this preparation. The role of the junior college in meeting these needs has been clear over the past decade, but the junior college has been slow to accept its responsiblility. Career education is a national goal with high priority but it can not be achieved unless junior colleges offer more options and seek greater inter-cooperation.

COMMENT:

CLASSIFICATION

04.
03.

AUTHOR: Bender, L.W.

CORPORATE AUTHOR:

TITLE: Occupational Education Program Articulation Between the Community College and Baccalaureate Levels (ED 065 520) (Microfiche Title: Proceedings of the National Seminar for State Directors of Community Junior Colleges; January 10-11, 1972)

PRICE:

DATE: January, 1972

PAGE(s)

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION: Adult Learning
Career Education

SUBJECT CONTENT: Missouri's Guidelines; Illinois' Recommendations; Dissecting the Problems; Significance of the Problem; Career Clusters; Some Promising Efforts; What Can We Do?

COMMENT:

CLASSIFICATION

04 . 03 03 . 02 04 . 04

AUTHOR: Bolles, Richard Nelson

CORPORATE AUTHOR:

TITLE: What Color Is Your Parachute? A Practical Manual for Job-Hunters and Career Changers

PRICE: $4.00 **DATE:** 1972 201 **PAGE(s)**

SOURCE: Ten Speed Press
Box 4310
Berkeley, California 94704

MEDIA: Book

ORIENTATION:

Career Planning	Job Placement
Mid-career change	Vocational Interests
Vocational Adjustments	Vocational Readjustment

SUBJECT CONTENT: This book discusses the various techniques of job-hunting with special emphasis on the do's and don'ts of applying for jobs. He discusses current trends concerning mid-career changes and the ramifications of such. It is a practical pragmatic approach to job-hunting and career changes. The book is divided into the following sections: (1) a-job-hunting we will go; (2) rejection shock; (3) you can do it!; (4) what about getting help; (5) only you can decide; what do you want to do; (6) where do you want to do it; (7) you must identify the man who has the power to hire you and show him how your skills can help him with his problems.

COMMENT:

CLASSIFICATION

04 . ____________ 02 . ____________ ____ . ____________

____ . ____________ ____ . ____________ ____ . ____________

AUTHOR: Borow, Henry

CORPORATE AUTHOR:

TITLE: Career Guidance for a New Age

PRICE: DATE: 1973 348 PAGE(s)

SOURCE: Houghton-Mifflin
777 California Avenue
Palo Alto, California 94304

MEDIA: Book

ORIENTATION: Career Guidance

SUBJECT CONTENT: Vocational guidance: addresses, lectures and essays.

COMMENT:

CLASSIFICATION

04 . ______ 07 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Bottoms, Gene

CORPORATE AUTHOR:

TITLE: Career Development Education: K through Post Secondary and Adult Education (ED 062 580)

PRICE: MF .65
HC $3.29

DATE:

50 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:
Career Development
Adult Education
Career Planning
Educational Objectives
Post Secondary Education
Vocational Development

SUBJECT CONTENT: This paper is based on the premises that comprehensive career development programs for kindergarten through post-secondary and adult education must be developed in order to meet individual and societal needs, and that for many individuals, career development experiences represent a core around which other school experiences might be organized and made meaningful.

COMMENT:

CLASSIFICATION

04 .

AUTHOR: Bottoms, Gene and Kenneth B. Matheny

CORPORATE AUTHOR:

TITLE: A Guide for the Development, Implementation and Administration of Exemplary Programs and Projects in Vocational Education

PRICE: **DATE:** September, 1969 37 **PAGE(s)**

SOURCE: Division of Vocational Education
Georgia Department of Education
Atlanta, Georgia

MEDIA: Pamphlet

ORIENTATION: Projects in Vocational Education
Systems Approach

SUBJECT CONTENT: A guide for the development and implementation of exemplary programs and projects to be funded under Part D of the 1968 Amendments to the Vocational Education Act. Content for the guide is drawn from papers presented by consultant-speakers to the National Conference on Exemplary Programs and Projects, from ideas discussed at nine regional conferences on the same subject, and from the independent research of the writers.

Discusses the purposes, priorities, and potential of the Exemplary Programs and Projects Section; calls attention to certain basic considerations for the development of programs and projects which are truly exemplary; suggests administrative strategies for implementing such programs and projects and for encouraging their widespread adoption.

COMMENT:

CLASSIFICATION

04.	03.	02.
.	.	.

AUTHOR: Bowen, Charles R.

CORPORATE AUTHOR:

TITLE: Employers and Career Education

PRICE: **DATE:** March 19, 1973 34 **PAGE(s)**

SOURCE: National Committee for the Support of the Public Schools
1424-16th Street, N. W. Suite 102
Washington, D. C. 20036

MEDIA: Paper

ORIENTATION: Part of a seminar series on issues and problems in career education

SUBJECT CONTENT: Youth unemployment crisis, which is short term, versus the long term threat of our becoming a society of technicals. What business thinks of career education as well as what educators think of career education, based on research. What business now does for education as well as what education would like business to do for it. Recommendations on what can be done legislatively to deal with the short term crises of the present.

COMMENT:

CLASSIFICATION

04 . ______ 01 . 01 ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Boynton, Ralph E.

CORPORATE AUTHOR:

TITLE: New Models and Techniques in Career Education
(ED 012 936)

PRICE: MF .65
HC $3.29
DATE: 1967
12 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:
Career Education
Vocational Counseling
Career Planning

SUBJECT CONTENT: A model for a career guidance system that appears to effect positive change for students, schools, and the community is presented. There are four phases to the model, one for each year the student is in high school. The student's skills, aptitudes, interests, intelligence, and achievements are determined at initial fact-gathering sessions. The use of a systems approach seems to operate effectively in preparing students to take their place in the economic life of the community.

COMMENT:

CLASSIFICATION

04 . 03

AUTHOR: Bradshaw, Thomas F.

CORPORATE AUTHOR:

TITLE: "Jobseeking Methods Used by Unemployed Workers."
Monthly Labor Review

PRICE: **DATE:** February, 1973 6 **PAGE(s)**

SOURCE: Division of Employment and Unemployment Analysis
Bureau of Labor Statistics

MEDIA: Periodical

ORIENTATION: Manpower Utilization
Career Development
Job Placement

SUBJECT CONTENT: This article provides information on the jobseeking methods that people really used. The data was obtained from the current Population Survey, conducted by the Bureau of the Census for the Bureau of Labor Statistics. Some of the findings of the study show: (1) Most jobseekers go to employers directly; (2) 30% of jobseekers go to private employment agencies as a second method; (3) Older persons go to employers directly more frequently; (4) A larger percentage of men used public employment agencies; (5) Women try newspaper ads more often than men.

COMMENT:

CLASSIFICATION

04 . ________ 03 . ________ 07 . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR: Brooks, George S.

CORPORATE AUTHOR:

TITLE: "The Task Force Approach of Determining Community Needs." Adult Leadership, Volume 21, No. 4

PRICE: **DATE:** October, 1972 5 **PAGE(s)**

SOURCE: Adult Education Association of the U.S.A.
810-18th St., N.W.
Washington, D.C. 20006

MEDIA: Journal

ORIENTATION: Report on an exploration of methods of involving citizens in the community problem-need identification process.
Community Service Developmental Tasks

SUBJECT CONTENT: "Review of Approaches." "Community Involvement." "Admistrative Phases." "Nine-Step Method." "Two Task Force Studies." "Summary of Outcomes."

COMMENT:

CLASSIFICATION

04 . 04

AUTHOR: Buckingham, Lillian and Arthur M. Lee

CORPORATE AUTHOR:

TITLE: "Student Placement and Follow-Up." Monograph Series On Career Education, VII

PRICE: $1.00 **DATE:** 1972 **PAGE(s)**

SOURCE: Bureau of Publications, School of Education
North Carolina State University
Raleigh, N.C. 27607

MEDIA: Monograph Series

ORIENTATION: Job Placement

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

01 . ______ 03 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR:

CORPORATE AUTHOR: Bureau of Employment Security

TITLE: Dictionary of Occupational Titles (D.O.T.)
3rd Edition 1965- 2 volumes

PRICE: DATE: PAGE(s)

SOURCE: Superintendent of Documents
Government Printing Office
Washington, D. C. 20402

MEDIA: Books

ORIENTATION: Encyclopedia of Job Definitions
Career Development

SUBJECT CONTENT: A standard reference for occupational information; contains 36,000 job titles under 22,000 occupations.

COMMENT: Used with Holland's Self-Directed Search and other systems for aiding career decision-making.

CLASSIFICATION

04.______ ___.______ ___.______

___.______ ___.______ ___.______

AUTHOR: Burkett, Lowell A. (editor)

CORPORATE AUTHOR:

TITLE: American Vocational Journal

PRICE: **DATE:** **PAGE(s)**

SOURCE: American Vocational Association, Inc.
1510 H Street, N. W.
Washington, D. C. 20005

MEDIA: Magazine

ORIENTATION: Official publication of the American Vocational Association
Career Education

SUBJECT CONTENT: Latest word from Washington: Book previews; vocational news; professional directory; and articles dealing with special topic of each issue.

COMMENT:

CLASSIFICATION

04 . ________ 03 . ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR: Burns, Richard W. and Joe L. Klingstedt

CORPORATE AUTHOR:

TITLE: "Implications of Competency-Based Education for Students, Teachers, Administrators." Educational Technology, Volume XII, No. 11

PRICE: **DATE:** November 1972, 100 **PAGE(s)**

SOURCE: Educational Technology Publications, Inc.
140 Sylvan Avenue
Englewood Cliffs, New Jersey 07632

MEDIA: Journal

ORIENTATION Competency-based education
Career education

SUBJECT CONTENT: Entire November, 1972 issue of Educational Technology is devoted to competency-based education: Introduction to; philosophical basis for; an analysis of polyadic interaction; psychological implications of; behavioral objectives for; learning modules for; achievement testing in; certification in competency-based teacher education; accreditation and performance-based teacher education; relating communications technology to; the human side of; implications for urban children; empathy competence; a review of the research on performance-based teacher education.

COMMENT:

CLASSIFICATION

04 . ________ ____ . ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR: Burtnett, Francis E.

CORPORATE AUTHOR:

TITLE: Career Resource Bibliography

PRICE: DATE: 3 PAGE(s)

SOURCE: National Career Information Center
1607 New Hampshire Avenue
Washington, D.C. 20009

MEDIA: Periodical (monthly)

ORIENTATION: Career Information
Couseling and Guidance

SUBJECT CONTENT: Each issue contains a listing of information sources related to one of American Personnel and Guidance Association cluster areas.

Includes titles and sources of free information, government and commercially published materials.

COMMENT: A series of the American Personnel and Guidance Association, published monthly except June and July. Subscription cost to APGA members is $15.00 per year; $25.00 to non-members. Subscribers also receive Inform, the NCIC Newsletter.

CLASSIFICATION

04 . ______ ___ . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Burtnett, Francis E.

CORPORATE AUTHOR:

TITLE: The National Career Information Center

PRICE: DATE: PAGE(s)

SOURCE: National Career Information Center
1607 New Hampshire Avenue, N. W.
Washington, D. C. 20009

MEDIA: Program

ORIENTATION: To inform counselors of resources, tools and techniques in the field of career guidance.

SUBJECT CONTENT: Published monthly newsletter, Inform; identifies career information sources and dissemination techniques for the active counselor; also provides Career Resource Bibliographies with selected educational and occupational sources for career cluster areas.

COMMENT: A service of the American Personnel and Guidance Association. Subscription fee: $25 for non-members; $15 for members

CLASSIFICATION

04.______ 01.______ ___.______

___.______ ___.______ ___.______

AUTHOR: Campbell, Robert E., Garry R. Walz, Juliet V. Miller and Sara F. Kriger

CORPORATE AUTHOR: The Center for Vocational and Technical Education, The Ohio State University

TITLE: Career Guidance—A Handbook of Methods

PRICE: $12.50 **DATE:** 1973 420 **PAGE(s)**

SOURCE:
Charles E. Merrill Publishing Company
1300 Alum Creek Drive
Columbus, Ohio 43209

MEDIA: Book

ORIENTATION:
Career Planning
Guidance Counseling

SUBJECT CONTENT: Provides information needed to design, implement, evaluate and revise career guidance procedures. Includes a compendium of abstracted methods divided into three sections: the resume section, the methods index, and the availability of materials section.

COMMENT:

CLASSIFICATION

04 . 03 . 02 .

AUTHOR: Carr, Ralph T.

CORPORATE AUTHOR:

TITLE: Project Women—In a Man's World of Work

PRICE: **DATE:** 1972 **PAGE(s)**

SOURCE: Hermon School Department
School Union #34/RFD #2
Banger, Maine 04401

MEDIA: Program

ORIENTATION: Career awareness program for high school girls
Work and Women

SUBJECT CONTENT: Five schools in Maine participated in this program to:
(1) equalize the opportunities female s have for career education, and
(2) utilize student aides (peers) in guidance.

COMMENT:

CLASSIFICATION

04 . ______ ____ . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR:

CORPORATE AUTHOR: CCM Information Corporation

TITLE: Thesaurus of ERIC Descriptors

PRICE: DATE: 1972 330 PAGE(s)

SOURCE: CCM Information Corporation
866 Third Avenue
New York, New York 10022

MEDIA: Book

ORIENTATION: Contains terms for use in searching the ERIC System for information on career education.

SUBJECT CONTENT: Career Change (150); Career Choice (150); Career Education (140); Career Ladders (150); Career Opportunities (360); Career Planning (090); Careers (150); Occupational Choice (150); Vocational Aptitude (010); Vocational Counseling (090); Vocational Development (130); Vocational Education (140); Vocational Follow-up (150); Vocational Interests (040); Vocational Rehabilitation (140); Vocational Retraining (270).

COMMENT: Contains major terms surrounding the classifications "Career Education" and "Vocational Education." Included under each major heading are related words used for cross-referencing.

CLASSIFICATION

04.

AUTHOR: Chisholm, Shirley

CORPORATE AUTHOR:

TITLE: Career Education—Implications for Minorities

PRICE: **DATE:** February 1, 1973 11 **PAGE(s)**

SOURCE: Representative Shirley Chisholm
123 Cannon House Office Building
Washington, D.C. 20515

MEDIA: Paper

ORIENTATION: Speech by Shirley Chisholm presenting a minority point of view on career education.

SUBJECT CONTENT: Key speech points: Representatives of minorities need to get together for input purposes before an educational concept is put into practice. Majority of schools are suffering today because of the effort to preserve the old idea of maintaining American culture as it was perceived long ago. Education is not only for the "elite." Career education is still designed primarily for middle-class and working-class children and less for disadvantaged children. Unless business and labor are as fully committed to career education before it begins as is education, the idea is doomed to failure. Career education must look far into the future. Racism and sexism may be built into career education.

COMMENT: National Conference on Career Education: Implication for Minorities, Sheraton-Park Hotel, Washington, D.C., February 1, 1973.

CLASSIFICATION

01 .	06 .	01 .
.	.	.

AUTHOR:

CORPORATE AUTHOR: Community Alliance for Career Education

TITLE: Project 70's

PRICE:

DATE:

PAGE(s)

SOURCE: Community Alliance for Career Education
Room 305, 621 South Virgil Avenue
Los Angeles, California 90005

MEDIA: Project

ORIENTATION:
Business and industry investment in education
Career Education
Counseling Instructional Programs

SUBJECT CONTENT: Provides three types of work experience: Exploratory, vocational, general. Also includes: Career information, tutoring, teacher and counselor training, aid to school administrators.

COMMENT:

CLASSIFICATION

04 . ________ ____ . ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR:

CORPORATE AUTHOR: Comptroller General of the United States

TITLE: Training America's Labor Force: Potential Progress and Problems of Vocational Education

PRICE: **DATE:** October 18, 1972 45 **PAGE(s)**

SOURCE: U. S. General Accounting Office
441 G Street, N. W., Room 6417
Washington, D. C.

MEDIA: Pamphlet

ORIENTATION: High School Vocational Education
Career Education

SUBJECT CONTENT: The GAO reviewed federal vocational education programs in California, Michigan, Ohio and Pennsylvania to find out whether legislative objectives were being achieved and to identify programs. The following topics are included in the report of their findings: Vocational education not reaching all who need it; funds targeted for the disadvantaged miss the mark; management information incomplete and inaccurate.

COMMENT:

CLASSIFICATION

04 . ______ ____ . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Costello, Mary

CORPORATE AUTHOR:

TITLE: Education for Jobs, Volume 2, No. 17

PRICE: **DATE:** November 1972 18 **PAGE(s)**

SOURCE: Editorial Research Reports
1735 K Street, N. W.
Washington, D.C. 20006

MEDIA: Pamhlet

ORIENTATION: Arguments for career education

SUBJECT CONTENT: Education and Changing Job Market
Academic vs. Occupational Instruction
New Directions in Career Education

COMMENT:

610

CLASSIFICATION

04 . 01　　04 . 03　　06 . 05

06 . 02　　02 . 01　　____ . ____

AUTHOR: Cross, Theodore L.

CORPORATE AUTHOR:

TITLE: Black Capitalism

PRICE:　　**DATE:** 1969　　274 **PAGE(s)**

SOURCE:

MEDIA: Book

ORIENTATION:
Adult Counseling
Educational Counseling
Guidance Counseling
Counseling Effectiveness
Counselor Acceptance
Manpower Utilization
Career Planning

SUBJECT CONTENT: A report on poverty and the extent of Black capitalism.

COMMENT:

CLASSIFICATION

01 . ______ 04 . 01 ______ . ______

______ . ______ ______ . ______ ______ . ______

AUTHOR: Cross, William C.

CORPORATE AUTHOR:

TITLE: New Directions in Planning for a World of Work (ED 068 866)

PRICE: MF .65
HC $3.29 **DATE:** April, 1972 95 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:

Career Planning
Career Choice
Career Education
Vocational Education
Vocational Development

SUBJECT CONTENT: The career education conference was for school counselors, vocational education workers, public school teachers, school administrators, and others interested in advancing career possibilities for students in schools in New Mexico. This report of the conference proceedings contains the major addresses by the participants. Among them were: (1) "Overview of APGA Activities in Career Education and Guidance," Patrick McDonough; (2) "Exemplary Programs for Career Development in Secondary Schools," Norman Gysbers; and (3) "A Developmental Approach to Career Development," Don Dinkmeyer.

COMMENT:

CLASSIFICATION

04 . ________ ____ . ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR: Daane, Calvin J.

CORPORATE AUTHOR:

TITLE: Vocational Exploration Group Project—Theory and Research (Contract No. 04-1-0426-000)

PRICE: DATE: February, 1972 84 PAGE(s)

SOURCE: Manpower Administration
U.S. Department of Labor
Washington, D.C.

MEDIA: Book

ORIENTATION: Group interaction techniques for world of work exploration and the study of man-job relationships.

SUBJECT CONTENT: Theory and research of the Vocational Exploration Group, which utilizes group interaction techniques for world of work exploration and the study of man-job relationships. A process designed to help applicants make better use of couselors and counseling skills. Following topics are dealt with: Job Functions, Demand, Satisfactions, Personalization, Employment and Work Training, Employability Perceptions, Alienation Perceptions, Pyramid Training.

COMMENT:

CLASSIFICATION

04 . ______ ______ . ______ ______ . ______

______ . ______ ______ . ______ ______ . ______

AUTHOR: Davidshofer, Charles O.

CORPORATE AUTHOR:

TITLE: Career Development Groups: Why We Did It!

PRICE: **DATE:** February, 1973 5 **PAGE(s)**

SOURCE: University Counseling Center
Colorado State University
Fort Collins, Colorado 80521

MEDIA: Paper

ORIENTATION: Indicates a direction the Colorado State University Counseling Center is presently pursuing to aid individual career development through group counseling and guidance.

SUBJECT CONTENT: Impetus for development of a group approach to career counseling arose from a need to meet the increasing demand for vocational counseling, as well as from a general discontent with one-to-one individual counseling. Major focus of counseling patterned after developmental aspect of career decision-making outlined by Morrill and Forrest (1970). A second developmental theory of career decision-making (Ginzberg, Axelrod, and Herma, 1951) was also drawn upon heavily in the formulation of the career development group program.

COMMENT: Presented at American Personnel and Guidance Association meeting, San Diego, California, February 1973.

CLASSIFICATION

04 . 02 02 .

AUTHOR: Day, H. I.

CORPORATE AUTHOR

TITLE: A New Look At Work, Play, and Job Satisfaction (ED 054 466)

PRICE: **DATE:** May, 1971 **PAGE(s)**

SOURCE: ERIC Document Reproductions Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:
Career Planning
Adults
Social Change

SUBJECT CONTENT: A great deal of literature concerning work, play, and job satisfaction is summarized and integrated. The author discusses a number of different conceptions of what work actually is and concludes that, according to all definitions, work is an instrumental activity with only extrinsic satisfactions. The author prefers not to see work and play as mutually exclusive activities but to view them as complementary components of all activities.

COMMENT: Speech given before Canadian Guidance and Counseling Association Convention, Toronto, May 30-June 2, 1971

CLASSIFICATION

04.______ 03.______ 02-.______

__.______ __.______ __.______

AUTHOR:

CORPORATE AUTHOR: Manpower and Reserve Affairs, Department of Defense

TITLE: Armed Services Vocational Aptitude Battery

PRICE: **DATE:** April, 1968 43 **PAGE(s)**

SOURCE: Manpower and Reserve Affairs
Department of Defense
Washington, D.C. 20308

MEDIA: Pamphlet

ORIENTATION:
High School Counselor's Manual
Vocational Counseling
Occupational Information

SUBJECT CONTENT: The Armed Services Vocational Aptitude Battery; List of comparable military and civilian occupational areas; Bibliography of military service career information publications.

COMMENT:

CLASSIFICATION

04 . 03 05 . 03 06 . 06

____ . ____ ____ . ____ ____ . ____

AUTHOR: Denova, Charles C.

CORPORATE AUTHOR:

TITLE: "Is This Any Way To Evaluate A Training Activity? You Bet It Is!"
Personnel Journal

PRICE: DATE: July, 1968 6 PAGE(s)

SOURCE: Hughes Tool Company, Aircraft Division
Culver City, California

MEDIA: Periodical

ORIENTATION:
Career Development Industrial Training
Adult Learning Training
Manpower Uitilization Program

SUBJECT CONTENT: A plan for evaluating training programs inclusive of learner evaluation, program evaluation and personnel methods and techniques. This evaluation plan has three major aspects: (1) an assessment of the change in employee behavior; (2) an analysis as to whether or not the training program furthers the achievement of organizational goals; (3) an evaluation of the training personnel methods and techniques.

COMMENT:

CLASSIFICATION

04 . ______ 06 . 06 ______ . ______

______ . ______ ______ . ______ ______ . ______

AUTHOR: Denues, Celia

CORPORATE AUTHOR:

TITLE: Career Perspectives: Your Choice of Work

PRICE: $3.95 **DATE:** 1972 202 **PAGE(s)**

SOURCE: Charles A. Jones Publishing Company
4 Village Green, S. E.
Worthington, Ohio 43085

MEDIA: Book

ORIENTATION:
Career Planning
Career Education
Career Development

SUBJECT CONTENT: This book was designed to meet the needs of the high school and post-secondary student. It serves as a guide to the process of self-analysis and evaluation. It gives information about the world of work and a set of clues for making career decisions. These chapters are geared to the concerns of young students. A sample of chapters includes: (1) The world of work; (2) Work versus play; (3) Why work; (4) Choosing the possible; (5) The changing world, Part II—The basis of Choice; (6) Whose choice; and (7) Your value system.

COMMENT:

CLASSIFICATION

04 . ______ 07 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Dobrovolny, Jerry S.

CORPORATE AUTHOR:

TITLE: "Let's Get ON With Career Education."
Technical Education, Volume 74-75

PRICE: **DATE:** April, 1972 2 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION: Adult Education Career Education
Manpower Utilization Curriculum

SUBJECT CONTENT: For some time thoughtful members of America's educational community have recognized that they must reorder educational priorities, outgrow fixations on academic education and begin preparing our students realistically for the technical and skilled occupations that are going begging for lack of prepared workers. Technical education is a supplement to industrial arts and vocational education.

COMMENT:

CLASSIFICATION

04 . ______ 06 . 05 ______ . ______

______ . ______ ______ . ______ ______ . ______

AUTHOR: Drier, Harry N. , Jr.

CORPORATE AUTHOR:

TITLE: Career Development Resources: A Guide to Audio-Visual and Printed Materials, K-12

PRICE: $9.95 Paperback **DATE:** 1973 312 **PAGE(s)**

SOURCE: Charles A. Jones Publishing Company
4 Village Green, S.E.
Worthington, Ohio 43085

MEDIA: Book

ORIENTATION:
Counselors
Career Planning
Career Education
Counseling Programs
Guidance Counseling
Career Development
Career Preparations

SUBJECT CONTENT: This book contains over 2,000 select films, filmstrips, records, tapes, kits, games, books and other printed materials described and grouped by grade level and career education categorizations. Counselors and teachers selected these materials to meet three objectives: (1) Self-understanding; (2) The world-of-work; and (3) Career planning and career preparations.

COMMENT: This book could be an essential reference for students, teachers and librarians. Space is allotted for teacher additions. A bibliography of professional readings is also included.

CLASSIFICATION

04.01 04.02 06.05

AUTHOR: Drier, Harry N., Jr. and Associates

CORPORATE AUTHOR:

TITLE: K-12 Guide for Integrating Career Development Into Local Curriculum

PRICE: $6.95 Paperback **DATE:** 1972 265 **PAGE(s)**

SOURCE: Charles A. Jones Publishing Company
4 Village Green, S. E.
Worthington, Ohio 43085

MEDIA: Book

ORIENTATION: Career Planning, Career Education, Career Development, Instructional Systems, Teaching Procedure

SUBJECT CONTENT: The material was developed in concert with the Wisconsin Department of Public Instruction. It can serve as a guide for career development; a model of how to weave career guidance concepts into existing curriculum at all grade levels. Career education concepts are included. List of over 1,000 audiovisual and printed resources are included. Samples of learning objectives and learning activities are incorporated.

COMMENT: A very excellent guide for teacher use.

CLASSIFICATION

04.________ ____.________ ____.________

____.________ ____.________ ____.________

AUTHOR: Dunn, James A.

CORPORATE AUTHOR:

TITLE: Career Education: An Annotated Bibliography for Teachers and Curriculum Developers

PRICE: **DATE:** 1973 321 **PAGE(s)**

SOURCE: AIR Career Education Consortium
P.O. Box 1113
Palo Alto, California 94302

MEDIA: Book

ORIENTATION: Career education literature review

SUBJECT CONTENT: A selective, annotated bibliography of career education literature and materials. Literature review itself is divided into three sections: (1) a survey of 160 pertinent interdisciplinary research references; (2) notes and descriptions of 100 children's "trade" books that could be used as occupational resources; and (3) a listing of supplementary references, including six other recent reviews of career education literature and material; ten curriculum series; 13 career exploration and decision-making programs; ten audiovisual aids; seven teacher resource handbooks; and 23 journals, periodicals, newsletters and other sources of information.

COMMENT:

CLASSIFICATION

04.

AUTHOR: Dunn, James A.

CORPORATE AUTHOR:

TITLE: The AIR Career Education News

PRICE: **DATE:** **PAGE(s)**

SOURCE: American Institute for Research
P.O. Box 1113
Palo Alto, California 94302

MEDIA: Newsletter

ORIENTATION: A forum for the exchange of ideas, information and progress in the field of career education.

SUBJECT CONTENT: Career Education Project News; information about publications, sources in field of career education.

COMMENT:

CLASSIFICATION

04 . ____ ____ . ____ ____ . ____

____ . ____ ____ . ____ ____ . ____

AUTHOR:

CORPORATE AUTHOR: Educational Properties Incorporated (EPI)

TITLE: Career Education Digest

PRICE: **DATE:** **PAGE(s)**

SOURCE: EPI
Post Office Box DX
Irvine, CA 92664

MEDIA: Periodical (monthly)

ORIENTATION: Dissemination of information and materials related to career education

SUBJECT CONTENT: Reports on programs in operation in various parts of the nation.

Capsule reports cover a wide range of new programs of interest-related articles and items of national importance that effect career education.

COMMENT:

CLASSIFICATION

04 . ______   ____ . ______   ____ . ______

____ . ______   ____ . ______   ____ . ______

AUTHOR:

CORPORATE AUTHOR: Educational Technology Demonstration

TITLE: Career Development Program "Via Satellite"

PRICE: **DATE:** April, 1974 **PAGE(s)**

SOURCE: Nevada Education Commission
303 Plaza
Carson City, Nevada 89701

MEDIA: Program

ORIENTATION: Use of satellite to bring career education into remote areas.

SUBJECT CONTENT: A communications satellite will beam programs Early Childhood Development and Career Development into eight states in the Rocky Mountain region. Programs will relay job and training information rapidly through the use of such media as television and computers and is designed to increase the students' self-understanding and knowledge of careers and prerequisite skills.

COMMENT:

CLASSIFICATION

01 . 04 06 .

AUTHOR:

CORPORATE AUTHOR:

TITLE: Employment Problems of the Vietnam Veteran
(ED 060 204)

PRICE: MF .65
HC $3.29 **DATE:** February, 1972 15 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION: Manpower Utilization, Vocational Guidance, Vocational Counseling, Veterans

SUBJECT CONTENT: Vietnam veterans are finding it extremely difficult to find jobs upon their return home. Statistics show that they have a higher unemployment rate than nonveterans, and that the unemployment persists longer. Factors contributing to this condition are the economic slump, a difficult readjustment process, lack of skills, lack of vocational counseling, inadequate government programs, and hositility toward the Vietnam veteran.

COMMENT:

CLASSIFICATION

04 .

AUTHOR:

CORPORATE AUTHOR: ERIC Clearinghouse on Counseling and Personnel Services

TITLE: Matching Students and Careers: A Bibliography (ED 039 375)

PRICE: MF .65
HC $3.29 **DATE:** June, 1970 12 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:

Career Education	Careers
Literature Review	Occupational Information
Research Projects	Annotated Bibliographies

SUBJECT CONTENT: This annotated bibliography contains materials related to such topics as: (1) worker characteristics and factors influencing success in jobs; (2) student characteristics and attitudes as predictors of job success; and (3) techniques of communicating information to students in order to help them make career choices. The materials cited represent research studies and descriptions of programs and procedures. Sources used include journal articles, ERIC materials, books, and doctoral dissertations. The materials date from 1963-1970.

COMMENT:

CLASSIFICATION

04 . 03 03 .

AUTHOR: Fibel, Lewis R.

CORPORATE AUTHOR:

TITLE: Review and Synthesis of Literature on Occupational Preparation in the Community College (ED 061 416)

PRICE: MF .65
HC $3.29

DATE: 1972

81 PAGE(s)

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION: Career Education Adult Learning
Community College Student Characteristics
Vocational and Technical Education

SUBJECT CONTENT: Since the end of WW II the public community college has grown in significance, and it is now the most rapidly multiplying educational institution in the country. This review of literature examines the role of these community colleges in occupational education in terms of methods of operation and extent of offering. Occupational preparation at the secondary school level is insufficient, which puts a heavier responsibility on the community college. Literature on entrance requirements and characteristics of enrolling students, curriculum, administration, and methods of instruction are all discussed in this report. The author included his recommendations for needed additional research, and an extensive bibliography.

COMMENT:

CLASSIFICATION

04 . 03 06 . 01

AUTHOR: Fitzsimmons, John J.

CORPORATE AUTHOR:

TITLE: A Proposed Program for a Curriculum Development Laboratory for Unemployed Out-Of-School Youth, 16 to 21 Years of Age (ED 012 854)

PRICE: MF .65
HC $6.58 **DATE:** Summer, 1966 112 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:
Career Planning
Developmental Tasks
Counseling Goals

SUBJECT CONTENT: A five-member team developed a program for out-of-school youth which would relate work and study and provide on-the-job training with the ultimate goals of placing participants in suitable vocations and assisting their return to formal education, leading to a high school diploma.

COMMENT:

CLASSIFICATION

04. 07. 03.

AUTHOR: Friedman, Karen (editor)

CORPORATE AUTHOR:

TITLE: Today's Education for Tomorrow's Jobs

PRICE: **DATE:** December 1971 92 **PAGE(s)**

SOURCE: American Association of State Colleges and Universities
One Dupont Circle
Washington, D.C. 20036

MEDIA: Booklet

ORIENTATION: Manpower Needs
Social Change

SUBJECT CONTENT: Report on the National Conference of New Directions--New Programs--New Professions.

Addresses: "Ugly Idealism in Education," W. Willard Wirtz. "New Career Curricula for the 70's," G. Theodore Mitau. "Instructional Systems for the Emerging Careers," Philip R. Teske.

Panelists: "Social, Cultural, Economic Effects of Change," Robert L. Barrek.
"Manpower Implications of Change." Herbert E. Striner.
"The Impact of Career Development," Charles W. Fotis.
"Government as a Manpower Consumer," Edward A. Schroer.
"National Manpower Needs for the 1970's," Harold Goldstein.
"National Response to Manpower Needs," Robert Worthington.
"Impact of the Professions and Accreditation on Career Education," Jerry W. Miller.

COMMENT:

CLASSIFICATION

04 . ______ 07 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR:

CORPORATE AUTHOR: General Learning Corporation

TITLE: Career Education Resource Guide

PRICE: DATE: 1972 253 PAGE(s)

SOURCE: General Learning Corporation
250 James Street
Morristown, New Jersey 07960

MEDIA: Book

ORIENTATION: To provide examples of how career education can be put into practice in the classroom.
Teaching Procedures

SUBJECT CONTENT: Briefly discusses: Rationale behind career education, basic assumptions of career education, nature of career education, role of classroom teacher. Overviews of: K-Elementary... Middle-Junior High... High-Adult-Goal of Career education in high school and college, goals of career education for adults, curricular change, evaluation. In each of the three sections, examples are offered of how career education can be used in the classroom; each example is presented according to the following outline: (1) concepts, (2) performance objectives, (3) materials, (4) lesson capsule, (5) observation.

Book includes: Bibliography, list of suppliers of career education materials, list of career education resource people, concept chart.

COMMENT:

CLASSIFICATION

04 . ______ ____ . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR:

CORPORATE AUTHOR: Georgia Department of Education

TITLE: Career Development Education

PRICE: **DATE:** 30 **PAGE(s)**

SOURCE: Georgia Department of Education
State Office Building
Atlanta, Georgia 30334

MEDIA: Pamphlet

ORIENTATION: State Career Education Plan

SUBJECT CONTENT: Career development education, kindergarten through postsecondary and adult levels: Advantages of career development education; operational principles; objectives, nature, activities of career development education; elemnts of A CDE program.

COMMENT:

CLASSIFICATION

04 . ______ 01 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Ginzberg, Eli

CORPORATE AUTHOR:

TITLE: Career Guidance: Who Needs It, Who Provides It, Who Can Improve It

PRICE: **DATE:** 1971 356 **PAGE(s)**

SOURCE: McGraw-Hill Publications
230 West Monroe Street, Suite 1100
Chicago, Illinois 60606

MEDIA: Book

ORIENTATION: Report of a study by the Conservation of Human Resources Project, Columbia University.
Guidance and Counseling

SUBJECT CONTENT: A comprehensive review and analysis of professional guidance counseling in the U.S.; summary contents from a continuing seminar of visiting counseling experts; a case study of a suburban New York City school district and its counseling services; consultation with leaders of the guidance profession, along with interviews with guidance counselors in different settings across the country.

COMMENT:

CLASSIFICATION

04 . ______ ___ . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Ginzberg, Eli

CORPORATE AUTHOR:

TITLE: Manpower Agenda for America

PRICE: $8.95 **DATE:** 1968 250 **PAGE(s)**

SOURCE: McGraw-Hill Book Company
1221 Avenue of the Americas
New York, N.Y. 10020

MEDIA: Book

ORIENTATION:

Career Education
Vocational Education
Training
Vocational Redevelopment
Manpower Utilization Program

SUBJECT CONTENT: A historical review of the origin of "man-power" and its thrust into national prominence is a discussion in Ginzberg's book.

The book is divided into three sections (1) Perspectives, (2) Pathology, (3) Policy.

Included is an evaluation of existing manpower programs and topic coverage of "unemployment and minority groups," and the special employment problems of Blacks, women, and the poor.

COMMENT: Good background information for competency module development

CLASSIFICATION

04 . ______ 01 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Ginzberg, Eli

CORPORATE AUTHOR:

TITLE: "The Interface Between Education and Guidance." Phi Delta Kappan, Volume LIV, No. 6

PRICE: **DATE:** February, 1973 4 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:

Career Education	Career Guidance
Human Development	Social Responsibility
Developmental Tasks	Social Change
Educational Strategies	

SUBJECT CONTENT: A discussion of guidance goals and methods, with some strongly worded recommendations concerning education and guidance. One main point the author makes is the fact that education and guidance have been too child-centered, ignoring adults. We have a front-ended educational system. One gets educated for a certain number of years between childhood and adulthood and then the process ends. Guidance, like education, should be more open to the opportunities that people confront later in life. Adults are constantly thinking about different jobs. The author concludes with five recommendations: (1) continued stressing of career education; (2) guidance should serve all people; (3) more effective use of guidance through group processes and peer groups; (4) better utilization of community resources; (5) closer scrutiny of researched development activities.

COMMENT:

CLASSIFICATION

04.
07.

AUTHOR: Glenn, Mary

CORPORATE AUTHOR:

TITLE: Student Placement and Follow-Up Services in the Junior College (ED 022 443)

PRICE: MF .65
HC $3.29 **DATE:** May, 1968 36 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:
Job Placement
Vocational Follow-up
Student Characteristics
Pupil Personnel Programs
Junior Colleges

SUBJECT CONTENT: A placement service may make higher education possible for certain students by providing on-or-off-campus jobs for them while they attend college. It also helps graduates and former students find jobs related to their study area. To do these things the placement service must: (1) solicit jobs, (2) handle student applications, (3) interview and refer applicants, (4) keep recommendations and records on file, (5) give vocational counseling to applicants, (6) interpret college programs to employers, (7) schedule student and recruiter interviews, and (8) keep referral and placement records.

COMMENT:

CLASSIFICATION

04.

AUTHOR: Goldhammer, Keith and Robert E. Taylor

CORPORATE AUTHOR:

TITLE: Career Education—Perspective and Promise

PRICE: **DATE:** 1972 296 **PAGE(s)**

SOURCE: Charles E. Merrill Publishing Company
Columbus, Ohio 43216

MEDIA: Book

ORIENTATION: A wide range of educational and occupational experiences and perspectives bearing on issues of career education.

SUBJECT CONTENT: Introduction: Career Education Perspectives; Unfulfilled Expectations in American Education; Concepts, Issues, Problems and Trends; Career Education Now (Sidney P. Marland, Jr.); Career Education: More Than a Name (Sidney P. Maryland, Jr.); The Career Cluster Approach in Secondary Education (Dale Parnell); Unifying an Entire System of Education Around a Career Development Theme (Edwin L. Herr); Career Education (Gordon I. Swanson); A Careers Curriculum (Keith Goldhammer); Career Education (Frank C. Pratzner); Career Development: An Integrated Curriculum Approach, K-12 (Louise J. Keller); Career Education Praise (Robert Taylor). Appendix includes descriptions of our emerging public school programs.

COMMENT:

CLASSIFICATION

04.

AUTHOR: Goodwin, Barbara and Eleanor Norris (editors)

CORPORATE AUTHOR:

TITLE: Career and Occupational Development Objectives

PRICE: **DATE:** 1971 77 **PAGE(s)**

SOURCE: National Assessment of Educational Progress
1860 Lincoln Street
Denver, Colorado 80203

MEDIA: Booklet

ORIENTATION: Presents educational objectives for the area of career and occupational development

Career education

SUBJECT CONTENT: Summary of Career and Occupational Development Objectives--5 areas: Prepare for making career decisions; Improve career and occupational capabilities; Possess skills that are generally useful in the world of work; Practice effective work habits; Have positive attitudes toward work.

COMMENT:

CLASSIFICATION

04 . ____ 06 . ____ ____ . ____

____ . ____ ____ . ____ ____ . ____

AUTHOR: Graham, Richard A.

CORPORATE AUTHOR:

TITLE: Learning from Experience: A Preliminary Report

PRICE: DATE: 1972 5 PAGE(s)

SOURCE: National Association of Secondary School Principals
1201 - 16th Street, N. W.
Washington, D.C. 20036

MEDIA: Paper

ORIENTATION:
Work Experience
Career Education
Training

SUBJECT CONTENT: Findings from the preliminary study: Accreditation and academic achievement in action-learning. Maximums for part-time action-learning. Affective growth through action-learning. Effects of action-learning on employment and income.

COMMENT: Presentation, the Conference on American Youth in the Mid-Seventies, November 30-December 1, 1972

CLASSIFICATION

04 .	04 . 03	.
.	.	.

AUTHOR: Green, Thomas F.

CORPORATE AUTHOR:

TITLE: Work, Leisure, and the American School

PRICE: DATE: 1968 174 PAGE(s)

SOURCE: Random House
New York, New York

MEDIA: Book

ORIENTATION:

Leisure Time	Educational Strategies
Career Development	Instructional Systems

SUBJECT CONTENT: This book is a philosophical treatise on the concepts of work and leisure as applied to modern day society and the implications for the American educational system. Green discusses the implications of leisure time activities in a shorter work week. American ideals have been grounded in the work ethic but our society is becoming a leisure-oriented society as opposed to a work-oriented society. A person does not necessarily seek self-identity through his work. This concept holds many implications for education and especially career education. The book is divided into the following chapters: (1) the problem: a matter of ideology; (2) work and labor; (3) time and leisure; (4) work and job; (5) work and the quest for potency; (6) and the American schools.

COMMENT:

CLASSIFICATION

04 . ______ 06 . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Grimaldi, Paul and Berch Haroian

CORPORATE AUTHOR:

TITLE: Work-Training Programs: No Panacea

PRICE: **DATE:** June, 1972 4 **PAGE(s)**

SOURCE: The Urban Reveiw, Center for Urban Education
105 Madison Avenue
New York, New York 10016

MEDIA: Article

ORIENTATION: Authors challenge conventional view that cure for rising welfare costs is putting everyone to work

Training Social Change

SUBJECT CONTENT: Key ideas: Traditional full employment policies are not the cure for many social maladies, including the welfare issue. Even if there were full employment, society would still be faced with a considerable budget for public assistance programs. Regardless of work-training programs, welfare costs cannot be decreased unless adequate day care centers are established at the same time.

COMMENT:

CLASSIFICATION

01 . ______ 04 . 04 ______ __ . ______

__ . ______ __ . ______ __ . ______

AUTHOR: Gutcher, Dale G. and Margaret Blake

CORPORATE AUTHOR:

TITLE: Development of Vocational Guidance and Placement Personnel for Western Metropolitan Areas. Final Report (ED 054 512)

PRICE: MF .65
HC $6.58 **DATE:** June, 1971 154 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O.Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:

Career Planning	Career Development
Counseling	Adult Counseling
Guidance Counseling	Placement

SUBJECT CONTENT: This report provides data from a week-long institute held in May, 1970, on vocational guidance. Participants from 19 states and 52 cities were involved. Five major problem areas made up the major portion of the discussion.

COMMENT:

CLASSIFICATION

04

AUTHOR: Gysbers, Norman and Earl J. Moore

CORPORATE AUTHOR:

TITLE: Foundations of Career Education

PRICE: **DATE:** September, 1972 11 **PAGE(s)**

SOURCE: One Hill Hall
The University of Missouri
Columbia, Missouri 65201

MEDIA: Paper

ORIENTATION: Life Career Development Concept

SUBJECT CONTENT: Examines some of career education's antecedents; reviews changes in the meaning and use of terms; introduces and describes broader concepts of career development than was outlined in the 50's and 60's; examines a new concept, life career development.

COMMENT: Presentation, the National Leadership Development Seminar for State Driectors of Vocational Education

CLASSIFICATION

01 . 02 ______ ____.______ ____.______

____.______ ____.______ ____.______

AUTHOR: Hamilton, George Shaw and David J. Roessner

CORPORATE AUTHOR:

TITLE: How Employers Screen Disadvantaged Job Applicants

PRICE: Free DATE: 1972 8 PAGE(s)

SOURCE: U. S. Department of Labor
Bureau of Labor Statistics
Washington, D.C.

MEDIA: Article

ORIENTATION: Manpower Utilization, Career Education, Career Development, Training, Job Analysis, Task Analysis, Employment Qualifications

SUBJECT CONTENT: This article discusses the criteria employers use to screen prospective employees from poverty programs. The findings show only some of the criteria directly relate to the applicant's apparent abilities. The author shows that the hiring practices/criteria make it difficult for capable workers to enter the world of work. The suggestion is made that government-sponsored training programs can help train small organizations with training suggestions.

COMMENT:

CLASSIFICATION

04 . ______ 06 . 02 ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Hansen, Summy L.

CORPORATE AUTHOR:

TITLE: Social Aspects and Considerations of Career Education
(ED 072 273)

PRICE: MF .65
HC $3.29 **DATE:** October, 1972 22 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION: Career Education
Developmental Tasks
Curriculum
Systems Approach
Educational Strategies

SUBJECT CONTENT: Some social issues and dilemmas contributing to the need to improve our educational system are: (1) changing meanings of work, (2) changing structure and composition of the labor force, (3) problems associated with institutional drop-outs, (4) separation of students into college-bound and employment-bound curriculums, (5) information deficit dilemma, and (6) special needs of minority and disadvantaged populations.

COMMENT: Paper presented to the USOE Institutes for Curriculum Personnel Development: Ft. Collins, Colorado and Washington, D.C.

CLASSIFICATION

04

AUTHOR: Hawkins, Augustus F.

CORPORATE AUTHOR:

TITLE: Career Education Imperatives

PRICE: **DATE:** February 1, 1973 5 **PAGE(s)**

SOURCE: Congressman Augustus F. Hawkins
1350 Rayburn House Office Building
Washington, D.C. 20515

MEDIA: Paper

ORIENTATION: Speech by Augustus Hawkins on efforts necessary to make career education more than just a concept—a reality for everyone

SUBJECT CONTENT: Reasons why career education is necessary

COMMENT: Presentation, National Conference on Career Education: Implication for Minorities, Sheraton-Park Hotel, Washington, D.C., February 1, 1973

CLASSIFICATION

04. ______ 07. ______ 03. ______

___.______ ___.______ ___.______

AUTHOR: Hawley, Peggy

CORPORATE AUTHOR:

TITLE: "What Women Think Men Think: Does It Affect Their Career Choice?" Journal of Counseling Psychology, Volume 18, No. 3

PRICE: **DATE:** 1971 7 **PAGE(s)**

SOURCE: American Psychological Association
1200-17th Street, N.W.
Washington, D.C 20036

MEDIA: Article

ORIENTATION: Women and Careers
Working Women

SUBJECT CONTENT: A study searching for an empirical data-base appropriate to women's careers, based on the hypothesis that men's views play an important, though unrecognized, role in the careers women choose.

COMMENT:

CLASSIFICATION

04.

AUTHOR:

CORPORATE AUTHOR: U.S. Department of Health, Education and Welfare

TITLE: Career Education

PRICE:

DATE: 1971

10 **PAGE(s)**

SOURCE: U. S. Government Printing Office,
Superintendent of Documents
Washington, D.C. 20402

MEDIA: Pamphlet

ORIENTATION: Career Education: New Concept in American Education

SUBJECT CONTENT: Outlines: The Need for Educational Reform; Career Education as a Solution; Goals of Career Education; The Career Education Concept; Costs and Meaning to Education; Examples and Progress. Includes two charts: The Problem; A Solution--An Example of a Career Education Model.

COMMENT:

CLASSIFICATION

04 . ________ ____ . ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR: Hedges, Janice Neipert and Jeanne K. Barnett

CORPORATE AUTHOR:

TITLE: "Working Women and the Division of Household Tasks."
Monthly Labor Review

PRICE: Free **DATE:** April, 1972 6 **PAGE(s)**

SOURCE: U. S. Department of Labor, Bureau of Labor Statistics
Monthly Labor Review
Washington, D.C.

MEDIA: Journal

ORIENTATION:

Career Planning
Career Development
Job Analysis
Career Education
Family Counseling
Working Women
Women's Education

SUBJECT CONTENT: This article was taken from the April, 1972 issue of Monthly Labor Review. It was prepared for the United Nations Commission on the Status of Women. Concerns are surfacing over the increasing number of women in the labor force, particularly as heads of households with dependent children.

Their ability to manage family responsibilities; the sharing of household work loads and to maintain stable family situations was discussed.

Among the recommendations was a need for more day care centers; a need for more part-time jobs and upgrading domestic employment.

COMMENT:

CLASSIFICATION

04 . ______ ___ . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Helling, C. E. and Eldon Ruff

CORPORATE AUTHOR:

TITLE: "Career Guidance." Monograph Series on Career Education, No. 6

PRICE: $1.00 **DATE:** 1972 **PAGE(s)**

SOURCE: Bureau of Publications, School of Education
North Carolina State University
Raleigh, N.C. 27607

MEDIA: Monograph Series

ORIENTATION: Vocational Guidance
Career Education

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

04 . ______ ____ . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Herr, Edwin L.

CORPORATE AUTHOR:

TITLE: Review and Synthesis of Foundations for Career Education

PRICE: MF .65
HC $3.29 **DATE:** March, 1972 82 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: Eric

ORIENTATION: Review of historical, philosophical, theoretical basis for career education.

SUBJECT CONTENT: Topics discussed include: Statement of the problem; historical and philosophical basis; current social observers (Whyte, Kimball, McClellan, Reich, Drucker, Toffler); legislative inputs; current program assumptions and objectives; theoretical basis; publications

COMMENT:

CLASSIFICATION

04. 03.

AUTHOR: Hesburgh, Theodore

CORPORATE AUTHOR:

TITLE: Study on Continuing Education and the Future

PRICE: **DATE:** **PAGE(s)**

SOURCE:
University of Notre Dame, Center for Continuing Education
Box 72
Notre Dame, Indiana 46556

MEDIA: Project

ORIENTATION: To study and make recommendations for providing opportunities for life time learning.
Adult Development

SUBJECT CONTENT: Recommendations being considered: Support a national continuing education program by guaranteeing a certain number of dollar credits for post-secondary education; Encourage released time from jobs for voluntary community service and education; Provide retraining on a full-time basis for workers in fields with limited job opportunities; Encourage the use of local schools as community education centers; Support national correspondence schools and universities offering credit and non-credit courses supplemented by audio-visual materials; Reform the tax laws to include write-offs for educational expenses; Improve the accuracy of manpower forecasting and job information.

COMMENT: A Steering Committee and four task forces have conducted a study and are preparing final reports. A book is planned for the summer of 1973 containing the results of all four groups.

CLASSIFICATION

04.______ 06.06 ____.______

____.______ ____.______ ____.______

AUTHOR:

CORPORATE AUTHOR:

TITLE: High Priority Education Project. A Report on the Activities and Accomplishments of the High Priority Education Project to the Florida Legislature (ED 050 377)

PRICE: MF .65
HC $13.16

DATE: April, 1971

259 PAGE(s)

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION: Career Planning Career Development
Career Education Vocational Counseling
Vocational Education

SUBJECT CONTENT: This report is documentation of the success of this project. The program's five phases are discussed in terms of their intersecting objectives, procedures and outcomes.

COMMENT:

CLASSIFICATION

04. ______ ____.______ ____.______

____.______ ____.______ ____.______

AUTHOR: High, Sidney C., Jr. and Linda Hall

CORPORATE AUTHOR:

TITLE: Bibliography on Career Education

PRICE: **DATE:** November, 1972 66 **PAGE(s)**

SOURCE: Division of Vocational and Technical Education
Dept. of Health, Education and Welfare, Office of Education
Washington, D.C. 20202

MEDIA: Booklet

ORIENTATION: Selected journal articles and documents related to career education

SUBJECT CONTENT: Selected references on career education: Listing of key documents dealing with the career education concept itself; Journal articles: Lists a variety of articles which have appeared in periodicals, dealing with the career education concept and some of the component parts; Background references related to career education: Lists numerous documents related to the career education concept or to various components and aspects of career education; Continuing sources of information: Lists several key information sources from which a continuing flow of career education information can be obtained in the future.

COMMENT:

CLASSIFICATION

04.______ 06.______ ___.______

___.______ ___.______ ___.______

AUTHOR: Hodgson, J. D.

CORPORATE AUTHOR:

TITLE: "The Future World of Work." The Conference Board RECORD, Volume 7, No. 2

PRICE: DATE: February, 1970 4 PAGE(s)

SOURCE:

MEDIA: Journal

ORIENTATION: Manpower Utilization

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

04 . ________ ____ . ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR: Hoffengardner, Jerrold D.

CORPORATE AUTHOR:

TITLE: Sources of Occupational Information

PRICE: **DATE:** January, 1966 58 **PAGE(s)**

SOURCE: State Department of Education, Division of Guidance and Testing
751 N. W. Boulevard
Columbus, Ohio 43212

MEDIA: Booklet

ORIENTATION: Occupational information

SUBJECT CONTENT: Present sources of available occupational information; identifies materials presenting occupational information for students, counselors; describes techniques for gathering, organizing, using occupational information.

COMMENT:

CLASSIFICATION

01 . ______ 01 . 02 ______ . ______

______ . ______ ______ . ______ ______ . ______

AUTHOR: Holland, John L. and Others

CORPORATE AUTHOR:

TITLE: A Guide To The Self-Directed Career Program: A Practical and Inexpensive Vocational Guidance System (ED 064 516)

PRICE: MF .65
HC $3.29 **DATE:** March, 1972 54 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:
Vocational Guidance
Career Education
Systems Approach

SUBJECT CONTENT: This report presents the self-directed career program, an inexpensive program designed to provide vocational guidance to all high school students, college students, and adults who desire it. The report discussed the need for such a program, the costs involved, the materials required, and how to use them.

COMMENT:

CLASSIFICATION

04 . ______ 06 . ______ 05 . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Horyna, Larry L.

CORPORATE AUTHOR:

TITLE: Working, Learning and Career Planning: A Cooperative Approach to Human Resource Development (ED 034 874)

PRICE: MF .65
HC $3.29

DATE: August, 1969

38 PAGE(s)

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:
Career Education
Career Planning
Models
Human Development
Educational Objectives
Program Evaluation

SUBJECT CONTENT: An approach to solving the problem of under-utilization of human resources, the Cooperative Career Planning (CCP) concept stresses the role of the public school system in the coordination of available educational resources with potential job-training work stations in a given community or geographical area. This position paper presents a brief review of existing manpower programs and policies, proposed objectives, and organizational structure of the CCP, a model for evaluation, and a selected bibliography.

COMMENT:

CLASSIFICATION

04 . ______   07 . ______   03 . ______

___ . ______   ___ . ______   ___ . ______

AUTHOR: Horyna, Larry L.

CORPORATE AUTHOR:

TITLE: Work, Learning and Career Planning

PRICE: **DATE:** August, 1969   30 **PAGE(s)**

SOURCE: U. S. Office of Education, Department of HEW
400 Maryland Avenue, S. W.
Washington, D.C. 20202

MEDIA: Paper

ORIENTATION:
Human Resource Development
Career Development
Community Services

SUBJECT CONTENT: Coordinated career planning--Manpower: Lifelong learning; use of community; competency-based credentials.

COMMENT: Prepared by the former Rocky Mountain Educational Laboratory, Greeley, Colorado. Contract number may be necessary to locate the study from USOE. (OEC-4-7-062828-30-63)

CLASSIFICATION

04.______

AUTHOR: Hoyt, Kenneth B.

CORPORATE AUTHOR:

TITLE: Career Education of Gifted and Talented

PRICE: **DATE:** 1972-3 **PAGE(s)**

SOURCE: Bureau of Adult Vocational and Technical Education
Washington, D.C.

MEDIA: Project

ORIENTATION: Developing curriculum guidelines and career education programs for the gifted and talented.

SUBJECT CONTENT: Basic information of National Invitational Seminar on Career Education for the Gifted and Talented and sponsoring project. Program concerned with education of the gifted and talented, educational philosophy, curriculum, career development, vocational education and new thrusts in education innovations.

COMMENT: Bureau of Adult, Vocational and Technical Education Project

CLASSIFICATION

04 . ______

AUTHOR: Hoyt, Kenneth B.

CORPORATE AUTHOR:

TITLE: Questions for Resolution in Career Education

PRICE: DATE: 1973 14 PAGE(s)

SOURCE: Chamber of Commerce of the United States
1615 H Street N.W.
Washington, D.C. 20006

MEDIA: Paper

ORIENTATION: Discussion of ten major questions concerning career education

SUBJECT CONTENT: Asks and discusses the following:
What is the desirability, practical probability, and practical limitations of:
The concept of field trips for students?
The concept of exchange programs between business-labor-industry personnel and school personnel?
The concept of work experience for all high school students?
The concept of school-industry job placement programs?
The concept of establishing occupational resource persons from the business-industry-labor community?
The concept of the year-round school running 16 hours a day, 6 days a week and staffed partly by business-labor-industrial personnel? (and others)

COMMENT: Delivered at National Conference on Career Education sponsored by Chamber of Commerce of the U.S., February 28-March 1, 1973

CLASSIFICATION

04.

AUTHOR: Hoyt, Kenneth B., Ruper N. Evans, Edward F. Mackin, and Garth L. Mangum

CORPORATE AUTHOR:

TITLE: Career Education: What It Is and How To Do It

PRICE: **DATE:** 1972 185 **PAGE(s)**

SOURCE: Olympus Publishing Company
955 East 9th South
Salt Lake City, Utah 84102

MEDIA: Book

ORIENTATION: To introduce the career education message to lay audiences.

SUBJECT CONTENT: Analysis of the career education concept, together with discussions of the development of the concept, its potential for contribution to the society and the education system, and step-by-step guides for the creation and institution of a career education program.

COMMENT:

CLASSIFICATION

04 . ______ ____ . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Huber, Jake

CORPORATE AUTHOR:

TITLE: Directory of Research Officers in State Career Education--Vocational Education Research Coordinating Units

PRICE: DATE: March 28, 1973 9 PAGE(s)

SOURCE: Research Coordinating Unit
University of Nevada
Reno, Nevada 89507

MEDIA: Pamphlet

ORIENTATION: Contact list of career education--related personnel

SUBJECT CONTENT: Listing by state, of research officers for state career education-vocational education coordinating units. Information given includes person's name, specific title, address and telephone number.

COMMENT:

CLASSIFICATION

04 . ______ ____ . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR:

CORPORATE AUTHOR:

TITLE: Inform

PRICE: $25.00 annually **DATE:** **PAGE(s)**

SOURCE: National Career Information Center
1607 New Hampshire Avenue, N.W.
Washington, D.C. 20009

MEDIA: Periodical (monthly)

ORIENTATION: Monthly newsletter identifying accurate, relevant Career Information sources and dissemination/techniques for the active counselor.

SUBJECT CONTENT: Special emphasis on materials that don't normally come to the counselor's attention and on materials presenting information about new and emerging careers. Series of career resource bibliographies provided as a supplement.

COMMENT:

CLASSIFICATION

04.______ ___.______ ___.______

___.______ ___.______ ___.______

AUTHOR: Isenberg, Robert M. and Joel Smith

CORPORATE AUTHOR:

TITLE: "The Community." Monograph Series on Career Education, No. 9

PRICE: $1.00 **DATE:** 1972 **PAGE(s)**

SOURCE: Bureau of Publications, School of Education
North Carolina State University
Raleigh, N.C. 27607

MEDIA: Monograph Series

ORIENTATION: Community Service Programs
Career Education

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

04 . ______ 03 . ______ 02 . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Jacobson, Thomas J.

CORPORATE AUTHOR:

TITLE: Interpreting the OVIS (Ohio Vocational Interest Survey)

PRICE: **DATE:** 1972 **PAGE(s)**

SOURCE: Career Information Center, Pupil Personnel Section
6401 Linda Vista Road
San Diego, California 92111

MEDIA: Paper

ORIENTATION: A system for group interpretation of the Survey
Vocational Counseling

SUBJECT CONTENT: Counselors-teacher's guide; Overhead transparency masters (28); Visuals for Group Use in Interpreting the OVIS (February, 1972, California Personnel and Guidance Association Convention); Interpreting the Ohio Vocational Interest Survey Using Visuals (March, 1972, American Personnel and Guidance Association Convention)

COMMENT:

CLASSIFICATION

04.

AUTHOR: Jervis, Robert and Gordon I. Swanson

CORPORATE AUTHOR:

TITLE: "Professional Development." Monograph Series on Career Education, No. 8

PRICE: $1.00 **DATE:** 1972 **PAGE(s)**

SOURCE: Bureau of Publications, School of Education
North Carolina State University
Raleigh, N.C. 27607

MEDIA: Monograph Series

ORIENTATION: Career Development

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

04 . ______ ____ . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Katz, Elaine F. (editor)

CORPORATE AUTHOR:

TITLE: Career Education News

PRICE: $30.00 annually **DATE:** **PAGE(s)**

SOURCE: McGraw-Hill Institutional Publications
230 West Monroe Street
Chicago, Illinois

MEDIA: Periodical (bi-monthly)

ORIENTATION: News on Career Education Developments

SUBJECT CONTENT: Provides current news and information on career education developments.

COMMENT:

CLASSIFICATION

04 . ____________ 07 . ____________ 03 . ____________
02 . ____________ ____ . ____________ ____ . ____________

AUTHOR: Katzell, Mildred E. and William C. Byham (editors)

CORPORATE AUTHOR:

TITLE: Women in the Work Force: Confrontation with Change

PRICE: **DATE:** 1972 76 **PAGE(s)**

SOURCE: Behavioral Publications, Inc.
2852 Broadway, Morningside Heights
New York, N.Y. 10025

MEDIA: Book

ORIENTATION: Comprehensive review of the status of women at work and the factors that affect that status.
Working Women

SUBJECT CONTENT: "Introduction," William Byham; "Opening Remarks," Mildred E. Katzell; "The Current Status of the Employment of Women," Catherine East; "Women's Liberation Means Putting Sex in Its Place," Wilma Scott Heide; "Employment Implications of Psychological Characteristics of Men and Women," Esther Matthews; "What is Labor Doing About Women in the Work Force," Dorothy Haener; "What Management is Doing About Women in the Work Force," Edward N. Bomsey; "What Government is Doing About Women in the Work Force," John Wilks; "Where Do We Go From Here?"--Timothy Costello.

COMMENT: Proceedings of a conference sponsored by the Division of Personnel Psychology of the New York State Psychological Association, New York, November, 1970.

CLASSIFICATION

04 . ______ 02 . ______ 07 . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Kisielewski, Julie

CORPORATE AUTHOR:

TITLE: Barriers to Using Women's Talents

PRICE: **DATE:** June 12, 1972 9 **PAGE(s)**

SOURCE: Office of the Deputy Commissioner for Renewal
U.S. Office of Education
Washington, D.C.

MEDIA: Paper

ORIENTATION: Obstacles in the path of equal utilization of male and female talents in the world of work.
Working Women

SUBJECT CONTENT: Address identifies some of the traps that need to be recognized like categorizing women into roles. Occupational categorizing has come to harm all of us by delimiting the possible contributions of people to fields in which they may have little interest or ability.

Continued discussion of some of the obstacles to utilizing womanpower--or more broadly, humanpower.

COMMENT: Speech delivered at the regional seminar/workshop for Women in the World of Work, Wilmington, Delaware, June 12, 1972

CLASSIFICATION

04 . 06 . 06 . 06

AUTHOR: Kosuth, Joan

CORPORATE AUTHOR:

TITLE: Teaching For Career Decision Making (ED 063 547)

PRICE: MF .65
HC $6.58 **DATE:** 1972 114 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:
Career Choice
Career Education
Decision Making
Goal Orientation
Vocational Counseling

SUBJECT CONTENT: This manual describes a program which attempts to meet the need for in-depth career counseling. Teaching for career decision-making is a planned career development program consisting of logically organized, sequential learning activities specifically designed to familiarize a student with his own abilities, aptitudes, interests, and values so that he may relate them to the educational and career choices available to him. The manual is divided into four sections.

COMMENT:

CLASSIFICATION

04 . 04   04 . 01   02 .

AUTHOR: Kovarsky, Irving

CORPORATE AUTHOR:

TITLE: Black Employment

PRICE: DATE: 1970   152 PAGE(s)

SOURCE:

MEDIA: Book

ORIENTATION:
Adult Learning
Educational Counseling
Guidance Counseling
Vocational Counseling
Counseling Effectiveness
Manpower Utilization
Career Planning

SUBJECT CONTENT: The impact of religion, economic theory, politics and law on Black employment.

COMMENT: A very important area to be aware of

CLASSIFICATION

04 . ______ 06 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Krause, Elliot A.

CORPORATE AUTHOR:

TITLE: The Sociology of Occupations

PRICE: DATE: 1971 PAGE(s)

SOURCE: Little, Brown & Company
Boston, Mass.

MEDIA: Book

ORIENTATION: Career Education

SUBJECT CONTENT: Sociology: Occupations and Professions, Bibliography

COMMENT:

CLASSIFICATION

04 . ________ ____ . ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR: Krebs, Alfred H. (editor)

CORPORATE AUTHOR:

TITLE: The Individual and His Education--Second Yearbook of the American Vocational Association

PRICE: **DATE:** 1973 352 **PAGE(s)**

SOURCE: American Vocational Association, Publication Sales
1510 H Street, N.W.
Washington, D.C. 20005

MEDIA: Book

ORIENTATION: The role of vocational education in facilitating career development.

SUBJECT CONTENT: Insights into the role of vocational education as it seeks to deal with the problems each individual faces in adjusting to a career-oriented society. Among the areas the book explores are: Attitudes and reasons concerning an individual's decision to enter vocational programs; methods of instruction that look to means of individualizing curricula; work-study programs; attitudes and abilities expected of the employee by the perspective employer.

COMMENT:

CLASSIFICATION

04.______ 03.______ ___.______

___.______ ___.______ ___.______

AUTHOR:

CORPORATE AUTHOR: Bureau of Labor Statistics

TITLE: Occupational Outlook Handbook

PRICE: DATE: 1972-73 879 PAGE(s)

SOURCE: Superintendent of Documents
Government Printing Office
Washington, D.C. 20402

MEDIA: Book

ORIENTATION: Occupational Information

SUBJECT CONTENT: Describes: Nature of Work, Places of Employment, Training, Other Qualifications, Advancement, Employment Outlook, Earnings and Working Conditions, Sources of Additional Information of Over 800 Occupations.

COMMENT: Occupational Outlook Quarterly is provided as a supplement to the Handbook which is published every two years. Also available, individual reprints of each of the occupation descriptions in the Handbook.

CLASSIFICATION

04.______ ____.______ ____.______

____.______ ____.______ ____.______

AUTHOR:

CORPORATE AUTHOR: Office of Research and Development
Division of Research and Development Utilization

TITLE: Manpower Research and Development Projects

PRICE: **DATE:** 1971 385 **PAGE(s)**

SOURCE: United States Department of Labor
Manpower Administration
Washington, D.C. 20210

MEDIA: Book (catalog)

ORIENTATION: Lists, describes, summarizes both development and research projects, recently funded, currently in progress and recently completed.

SUBJECT CONTENT: MDTA*, EOA*, and SSA* Projects in process on June 30, 1971; MDTA, EOA, and SSA Projects completed July 1, 1970--June 30, 1971; MDTA, EOA and SSA Reports completed fiscal years 1969-71; Guidelines for submission of research and development proposals.

COMMENT: *MDTA: Manpower Development and Training Act; EOA: Economic Opportunity Act; SSA: Social Security Act.

676

CLASSIFICATION

04. ______ 03. ______ 07. ______

____.______ ____.______ ____.______

AUTHOR:

CORPORATE AUTHOR: Women's Bureau, U. S. Department of Labor

TITLE: Facts About Women's Absenteeism and Labor Turnover

PRICE: DATE: PAGE(s)

SOURCE:
Superintendent of Documents
U. S. Government Printing Office
Washington, D.C.

MEDIA: Book

ORIENTATION:
Working Women
Manpower Utilization

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

04 . _____ . _____ . _____

_____ . _____ . _____ . _____

AUTHOR: Law, Gordon F. (editor)

CORPORATE AUTHOR:

TITLE: Contemporary Concepts in Vocational Education

PRICE: DATE: 1971 435 PAGE(s)

SOURCE: American Vocational Association
1510 H Street, N.W.
Washington, D.C. 20005

MEDIA: Book

ORIENTATION: First AVA Yearbook
Career Education

SUBJECT CONTENT: Fifty-nine independent writings which deal with various contemporary aspects of vocational education. The many articles are arranged under the following broad topics: Philosophical aspects of vocational education; equipping all persons for a productive life; people, jobs and the vocational education curriculum; comprehensive research and planning in vocational education; schools, programs and systems--the delivery of vocational education; career development--a new perspective for education; cooperative education and other forms of school-community involvement; the professional development of vocational educators; the economic role of vocational education; evaluation, accreditation and accountability in education.

COMMENT:

678

CLASSIFICATION

04 . ________ 03 . ________ 07 . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR: Lee, Arthur M.

CORPORATE AUTHOR:

TITLE: Learning a Living Across the Nation—Project Baseline
First National Report 1970-71

PRICE: **DATE:** November, 1972 791 **PAGE(s)**

SOURCE: Superintendent of Documents
U.S. Government Printing Office
Washington, D.C. 20402

MEDIA: Book

ORIENTATION: First of four annual National Reports of Project Baseline which is gathering information on Vocational and Manpower Programs operating in the U.S.

SUBJECT CONTENT: "Introduction," "Significant Findings," "National Scope of Vocational Education and Manpower Training," "The Individual States," "National Concentrations of Vocational Education and Manpower Training," "Occupational Distribution of Vocational Education and Manpower Training," "Student and Trainee Characteristics," "Cost and Financial Support of Vocational Education and Manpower Training," "New Developments in Vocational Education," "Research and Change in Vocational Education," "Strengths and Weaknesses of Vocational Education and Manpower Training," "Recommendations," "Summary," "List of References," "Glossary," "Bibliography."

COMMENT: Included are ten state definitions of career education.

CLASSIFICATION

04 . ________ ____ . ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR: Little, J.K.

CORPORATE AUTHOR: Center for Vocational and Technical Education

TITLE: Review and Synthesis of Research on the Placement and Follow-Up of Vocational Education Students (ED 037 543)

PRICE: **DATE:** February, 1970 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION: Job Placement
Career Education

SUBJECT CONTENT: Two purposes of the review are: (1) to identify the job histories of graduates, and (2) to provide baseline data for program evaluation.

Includes studies published since 1965 and covers the major fields of vocational-technical education at secondary, post-secondary and adult levels. Programs for special groups of individuals are also included.

"The Role of Follow-up Studies," "General Surveys," "Studies of Specific Programs," "Summaries of Placement information," "Studies of Special Groups," "Benefit-Cost Studies," "Follow-up Studies Procedures and Evaluation Summaries."

COMMENT:

CLASSIFICATION

04 . ________ 03 . ________ 01 . ________

06 . ________ ____ . ________ ____ . ________

AUTHOR: Lutes, Carol

CORPORATE AUTHOR:

TITLE: Equal Opportunity--and You (ED 055 294)

MF .65

PRICE: HC $3.29 **DATE:** June, 1971 23 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:

Career Education	Career Planning
Career Development	Vocational Counseling
Women's Education	Minority Groups
Working Women	

SUBJECT CONTENT: Alternatives are provided to change occupational traditionalism which contributes to occupational discrimination. Background statistics are presented. Women are increasingly entering the world of work. The use of co-educational group counseling is suggested as one recommendation.

COMMENT:

CLASSIFICATION

04 .   02 .

AUTHOR: Mallinson, G. G.

CORPORATE AUTHOR: Western Michigan University
Kalamazoo, Michigan

TITLE: Characteristics of Non-College Vocationally-Oriented School Leavers and Graduates (No. 5-0142, Contract No. OE-6-55-071)

PRICE:

DATE:

PAGE(s)

SOURCE: Bureau of Research, Office of Education
U.S. Department of Health, Education and Welfare
Washington, D.C.

MEDIA: Book

ORIENTATION: Final Project Report
Adult Learners
Vocational Counseling

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

04 . ______ 03 . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR:

CORPORATE AUTHOR: Manpower Institute

TITLE: Career Education and Manpower Development

PRICE: **DATE:** 1972 65 **PAGE(s)**

SOURCE: Manpower Institute
1211 Connecticut Avenue, N.W.
Washington, D.C. 20036

MEDIA: Booklet

ORIENTATION: Manpower Utilization Program
Career Education

SUBJECT CONTENT: Four recommendations to promote further implementation of career education and business-education collaboration. Also: "Career Education--Definitions and Goals," St. Louis Regional Industrial Development Corporation; Business-Education Corporation--Summary of information from seminar participants; Securing Employer Support and Participation in Career Education--a proposal; "Education-Manpower--The Need for New Forms of Measurement."

COMMENT: Seminars arranged by the Office of Education, The Manpower Institute, and the National Academy for School Executives to study the effects of career education objectives.

CLASSIFICATION

04 . ______ 07 . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Marland, Sidney P., Jr.

CORPORATE AUTHOR:

TITLE: Career Education and the Minorities

PRICE: **DATE:** February 1, 1973 13 **PAGE(s)**

SOURCE: Assistant Secretary for Education
Department of Health, Education and Welfare
Washington, D.C.

MEDIA: Paper

ORIENTATION: Career education as an answer to occupational inequality.

SUBJECT CONTENT: Ramifications of career education toward minorities: Occupational inequality is spread across the population and career education is needed for every American of whatever sex, color, native language, age or location; career education will change again and again, never assuming a permanent form, as it continues to respond to a changing society; occupational clusters enable a student to explore many clusters, not just the few a job-experience approach allows; every youngster will learn entry-level skills, qualifying him or her for employment upon leaving school; career education must make room for many kinds of job searching.

COMMENT: Presentation, National Conference on Career Education: Implication for Minorities, Sheraton-Park Hotel, Washington, D.C., February 1, 1973.

CLASSIFICATION

04.

AUTHOR: Marland, Sidney, James D. Kaerner and Members of the Council for Basic Education

CORPORATE AUTHOR:

TITLE: What is Career Education?

PRICE: **DATE:** February, 1973 35 **PAGE(s)**

SOURCE: Council for Basic Education
725 - 15th Street, N W.
Washington, D.C. 20005

MEDIA: Paper

ORIENTATION: Interview Dialogue on Career Eduction

SUBJECT CONTENT: A discussion with Sidney Marland on what career education involves.

COMMENT:

CLASSIFICATION

01.

AUTHOR:

CORPORATE AUTHOR: Maryland State Board of Education

TITLE: Career Education: A Handbook for Implementation

PRICE: **DATE:** February, 1972 102 **PAGE(s)**

SOURCE: Superintendent of Documents
United States Government Printing Office
Washington, D.C. 20402

MEDIA: Book

ORIENTATION: Implementation of Career Education
Career Development

SUBJECT CONTENT: Concept of career education: Basic components; sources of dissatisfaction: Needed changes in education; the developing concepts: Examples of career education in practice; practical strategy for implementing career education at the state and community level. Selected bibliography included.

COMMENT: An early presentation of general concepts and rationale for career education. Generalization of selling career education to decision-makers at state and local level. Presented in workshops along with movie and slide presentations.

CLASSIFICATION

04 . ______ 05 . ______ 07 . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: McClure, Larry J.

CORPORATE AUTHOR:

TITLE: "Career Education and the National Institute of Education."
Educational Horizons, Volume 51, No. 4

PRICE: **DATE:** Summer, 1973 5 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:	Career Planning	Mid-Career Change
	Career Development	Community Services
	Social Change	Developmental Tasks

SUBJECT CONTENT: The author discusses the role and scope of the National Institute of Education's (NIE) role in career education. NIE recognizes that eventual solution of the problems of career education will require a joint effort. Avoiding duplication of resources is hard. Implementation of career education supported by NIE's sister agency, the U.S. Office of Education, is proceeding on a parallel course. NIE and OE career education efforts must be mutually supportive and interactive. By choosing to concentrate initial research efforts on the problems of career entry and progression, NIE is not ruling out the variety of equally valid interpretations people will choose to give to career education. The author goes on to discuss various ramifications of the career education movement and the four models under which career education is housed.

COMMENT:

CLASSIFICATION

04 . ________ ____ . ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR: McClure, Larry J. and Carolyn Buan (editors)

CORPORATE AUTHOR:

TITLE: Essays on Career Education

PRICE: **DATE:** 1973 265 **PAGE(s)**

SOURCE: Superintendent of Documents
United States Government Printing Office
Washington, D.C. 20402

MEDIA: Book

ORIENTATION: Selected essays on career education
Women's Education
Working Women

SUBJECT CONTENT: Included are: "Career Education in Cultural Perspective," James B. Spradley; "Toward a Philosophy for Career Education," Sterling M. McMurrin; "Career Education for Women: An Opportunity to Change the Theme," Susan Margot Smith; "New Directions for Career Planning," T. Anne Cleary; "Broadening the Concept of Career Education," Edmund W. Gordon; " Who Shall Teach Career Education? The Practitioner as Teacher," Lola June May; "The Urban Drop-Out and the World of Work," Morris Shapior; "Career Development: A Cooperative Thrust of the School and its Community," Thelma T. Daley; "The Role of Community Colleges in Career Education," John F. Grede; "Manpower Programs as Career Education," Garth L. Mangum; "Career Education at the Post-secondary Level: A Mission of the Four Year Colleges," William J. Michaels.

COMMENT: Foreward by Sidney P. Marland, Jr., Assistant Secretary for Education. Dr. Marland is responsible for bringing together this panel of critics.

CLASSIFICATION

04 . ____   ____ . ____   ____ . ____

____ . ____   ____ . ____   ____ . ____

AUTHOR: McCracken, J.D.

CORPORATE AUTHOR:

TITLE: Targeted Communications for Instituting Vocational Placement and Follow-up: Interim Report (ED 061 454)

PRICE: MF .65
HC $6.58   **DATE:** December, 1971   **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:
Job Placement
Change Agents
Vocational Education
Educational Improvement
Vocational Follow-up

SUBJECT CONTENT: To provide substantive and methodological information concerning systematic vocational placement and follow-up to individuals responsible for education program change, a project was conducted to develop three publications. The information base for the project included: (1) literature identified through Educational Resources Information Center (ERIC); (2) existing programs; (3) knowledge and experience of employees.

COMMENT:

CLASSIFICATION

04 . ______ 01 . ______ 05 . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR:

CORPORATE AUTHOR: Michigan Personnel and Guidance Association

TITLE: Position Paper on Career Education for Michigan Youth

PRICE: **DATE:** 1972 11 **PAGE(s)**

SOURCE: State of Michigan
Department of Education
Lansing, Michigan 48902

MEDIA: Paper

ORIENTATION: Counseling and Guidance Services Career Education
Career Development Career Planning
Developmental Tasks

SUBJECT CONTENT: This position paper discusses the approach of the United States Office of Education and the Michigan State Department of Education to develop broad, general statements about career education to stimulate local school units to develop tailored career education programs which are appropriate for their own students and for their own school and community setting. The paper discusses the following concepts: (1) core career education concepts; (2) the role of the counselor in career education; (3) strategies for strengthening the guidance component of career education.

COMMENT:

CLASSIFICATION

01 . ______ 07 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Moore, Geoffrey and Janice Hodges

CORPORATE AUTHOR:

TITLE: "Trends in Labor and Leisure." Monthly Labor Review

PRICE: DATE: February, 1971 10 PAGE(s)

SOURCE:

MEDIA: Journal

ORIENTATION: Leisure Time
Recreational Activities
Manpower Utilization

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

04 . __________ ____ . __________ ____ . __________

____ . __________ ____ . __________ ____ . __________

AUTHOR: Morgan, Robert L. (editor)

CORPORATE AUTHOR:

TITLE: "Synopses of Selected Career Education Programs."
Career Education, Volume I

PRICE: **DATE:** April, 1972 81 **PAGE(s)**

SOURCE: National Center for Occupational Education
North Carolina State University
Raleigh, North Carolina 27607

MEDIA: Booklet

ORIENTATION: A national overview of career education programs

SUBJECT CONTENT: Synopses of 41 exemplary career education programs in operation during 1971-1972 school year.

COMMENT: From an initial list of 250 exemplary programs identified around the United States, a final group of 41 programs was visited and examined.

CLASSIFICATION

01 . ______ ___ . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Morgan. Robert L. and Mollie W. Shook (editors)

CORPORATE AUTHOR:

TITLE: Career Education Monograph Series

PRICE: **DATE:** 1973 Nine Sets **PAGE(s)**

SOURCE:
National Center for Occupational Education
North Carolina State University
P.O. Box 5096
Raleigh, North Carolina 27607

MEDIA: Booklets

ORIENTATION: Career Education

SUBJECT CONTENT: Series includes the following titles and authors: "A Manual for the Implementation and Administration of Career Education Programs," Robert L. Morgan, Mollie Shook; "Lower School Curriculum Guide," Mabell Black, Robert Schreiber; "Middle School Curriculum Guide," Joseph Clary, T.R. Scheier; "Upper School Curriculum Guide," Kenneth Hoyt, G.G. Woodward; "Post Secondary and Adult Curriculum Guide," B.E. Childers, Charles Nichols; "Career Guidance," Cliff E. Helling, Eldon Ruff; "Student Placement and Follow-Up," Lillian Buckingham, Arthur Lee; "Professional Development," Robert Jervis, Gordon Swanson; "The Community," Robert Isenberg, Joel Smith.

COMMENT:

CLASSIFICATION

04 . ______   07 . ______   ___ . ______

___ . ______   ___ . ______   ___ . ______

AUTHOR: Moskowitz, Irving

CORPORATE AUTHOR:

TITLE: Career Resource Center: A "Pre-K to Adult" Model for Career Development (ED 068 635)

PRICE: MF .65
HC $6.58 **DATE:** June, 1972 125 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc. P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION: Adult Education
Career Education
Vocational Counseling

SUBJECT CONTENT: The Hackensack career development center is a pilot project designed to: (1) make career development learning activities an integral part of the school curriculum from pre-kindergarten through Adult Education; (2) provide a setting in which experimentation with and evaluation of such activities may be carried on; and (3) offer students and graduates assistance in finding desired and/or suitable employment.

COMMENT:

CLASSIFICATION

04 . ________ ____ . ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR: Muirhead, Peter P.

CORPORATE AUTHOR:

TITLE: "Career Education: The First Steps Show Promise." Phi Delta Kappan, Volume 44, No. 6

PRICE: **DATE:** February, 1973 3 **PAGE(s)**

SOURCE: Phi Delta Kappan
8th and Union
Bloomington, Indiana 47401

MEDIA: Article

ORIENTATION: USOE achievements in career education, expectations for 1973

SUBJECT CONTENT: Article gives basic information concerning three national career education models: School-based, employer-based, rural-residential; 1973 seen as year of consolidation of USOE career education initiatives; close coordination with new National Institute of Education in the offing.

COMMENT:

CLASSIFICATION

01 . __________ ____ . __________ ____ . __________

____ . __________ ____ . __________ ____ . __________

AUTHOR: Myers, Roger A.

CORPORATE AUTHOR:

TITLE: Implications of Career Development Theory and Research for Counselor Education (ED 024 078)

PRICE: MF .65
HC 9.87 **DATE:** June, 1967 214 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:
Career Development
Vocational Counseling
Vocational Development

SUBJECT CONTENT: In an attempt to bridge the gap between the newly emerging knowledge of career development and the technology of vocational counseling, a workshop was conducted for the purpose of disseminating the recent advances in career development to a group of university professors engaged in counselor education. The major presentations consisted of: (1) recent methods of modifying traditional teaching-learning relationships; (2) recent findings from the career pattern study; (3) recent developments and prospects in occupational fact mediation; (4) sociological aspects of career development; (5) psychology of time utilization; (6) findings collected by the ACT program and (7) the disadvantaged and vocational development.

COMMENT: Report of a workshop held at the Teachers College, Columbia University, New York, N.Y. June 5-17, 1967

696

CLASSIFICATION

04 . ______ 04 . 01 ______ . ______

______ . ______ ______ . ______ ______ . ______

AUTHOR: Nash, Robert J. and Russell M. Agne

CORPORATE AUTHOR:

TITLE: "Career Education: Earning a Living or Living a Life."
Phi Delta Kappan, Volume LIV, No. 6

PRICE: **DATE:** February, 1973 5 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:

Career Change	Lifestyle Skills
Career Planning	Social Responsibility
Career Education	Educational Strategies

SUBJECT CONTENT: The authors express a number of key assumptions in the career education movement that have been left unexamined. For example: That continued existence of a corporate social order and an achievement-motivation concept of human behavior are positive goods. The authors emphasize the concept that career education is preparation for life and not just an occupation or vocation. The authors raise three pertinent questions concerning the purposes of career education programs: (1) to what extent is career education enhancing the principle of maximum possibilities in occupation? (2) how can career education obliterate the distinction between work and leisure? (3) how can career education be more concerned with human services?

COMMENT:

CLASSIFICATION

04 . ____________ 07 . ____________ 03 . ____________

____ . ____________ ____ . ____________ ____ . ____________

AUTHOR:

CORPORATE AUTHOR: National Advisory Council on Adult Education

TITLE: Career Renewal for Adults Through Education: A Position Paper from the National Advisory Council on Adult Education (ED 064 590)

PRICE: MF .65
HC $3.29

DATE: May, 1972

22 PAGE(s)

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P. O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION: Adult Learning
Career Education

SUBJECT CONTENT: This position paper raises concerns, states positions, and makes recommendations about the way in which adult education and career education relate and coexist. The concept of career-oriented education for adults is supported, but concern over program direction prompted statements of position relating to career education research, curricula emphasis, agency articulation, alternative school models, teacher-counselor-administrator models, materials and tests, and evaluation and accountability techniques.

COMMENT:

CLASSIFICATION

04 . ______ ___ . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR:

CORPORATE AUTHOR: National Advisory Council on Vocational Education

TITLE: Third Report--Vocational Education Amendments of 1968: Public Law 90-570

PRICE:

DATE: July 10, 1970

PAGE(s)

SOURCE:

MEDIA: Book

ORIENTATION: Career Education

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

04 . ______ 06 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Neiswender, Lenore

CORPORATE AUTHOR:

TITLE: Maximizing Your Training Efficiency: The Application of Behavioral Principles to Job Training

PRICE: **DATE:** 1972 326 **PAGE(s)**

SOURCE: Mobilization for Youth, Inc.,
Experimental Manpower Laboratory, 271 East Fourth St.
New York, N.Y.

MEDIA: Kit

ORIENTATION:

Training	Adult Vocational Education
Behavioral Counseling	Manpower Utilization

SUBJECT CONTENT: A teaching kit designed to help develop more effective job-training programs for the unemployed. Stress is placed on the development of positive attitudes and behavioral goals. The kit could be an inducement to apply behavioral theory to typical jobs and job training problems. The designers assume that behavioral and technical skills can be taught by work supervisors; and recommends the observation-reward-punishment concepts. There is a 260-page manual included, with step-by-step exercises and analysis sections.

COMMENT:

CLASSIFICATION

04 . ________ 06 . ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR:

CORPORATE AUTHOR: New England Resource Center for Occupational Education (NERCOE) and Far West Laboratory for Education Research and Development

TITLE: NERCOE--Far West First National Prison Occupational Education Sourcebook

PRICE: **DATE:** Mid-1973 **PAGE(s)**

SOURCE: Prison Occupational Education Project
New England Resource Center for Occupational Education (NERCOE)
55 Chapel Street, Newton, Mass. 02160

MEDIA: Book

ORIENTATION: Survey of occupational programs currently available to inmates.
Training Career Education

SUBJECT CONTENT: As currently conceived, the Sourcebook will feature a variety of articles ranging from lengthy case studies of usable programs to capsule accounts of promising programs just beginning. All information will be tailored to meet needs of prison educators and decision-makers. Included will be a summarizing overview of prison occupational education.

COMMENT: Some information compiled by Bureau of Adult, Vocational and Technical Education, the U.S. Department of HEW.

CLASSIFICATION

04 . ________ ____ . ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR:

CORPORATE AUTHOR: New Jersey State Board of Education

TITLE: The New Jersey Model for Career Development Education

PRICE: **DATE:** 1 **PAGE(s)**

SOURCE: New Jersey State Board of Education
Trenton, New Jersey 08625

MEDIA: Chart

ORIENTATION: State Career Education Plan

SUBJECT CONTENT: Career education extends pre-school through post-secondary and adult: Level 1--Exploration and self-discovery (pre-school); Level 2--Understanding the world of work and dignity of work (elementary); Level 3--Vocational exploration (middle school); Level 4--Study, evaluation, in-depth testing of tentative choices and expanding development of specific job skills (high school); Level 5--Education and work are blended in continuous process of career development (post-secondary and adult).

COMMENT:

CLASSIFICATION

04 . ______ 02 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR:

CORPORATE AUTHOR: New Jersey State Department of Education

TITLE: Job Placement Services; A Guidebook for Counselors
(ED 042 005)

PRICE: MF .65
HC $3.29
DATE: 1968
73 PAGE(s)

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION: Job Placement
Guidance Services
Counselors
Occupational Guidance

SUBJECT CONTENT: One important objective of vocational guidance should be appropriate job placement. The purpose of this guide is to assist educators in accepting placement services as a technique for enhancing the vocational development of students. A proposed model for placement services is designed to serve three functions: (1) provide exploratory job experiences, (2) provide needed assistance to potential drop-outs, and (3) aid graduates in finding meaningful employment.

COMMENT:

CLASSIFICATION

04.________ ____.________ ____.________

____.________ ____.________ ____.________

AUTHOR: Nosow, Sigmund and William H. Form (editors)

CORPORATE AUTHOR:

TITLE: Man, Work, and Society

PRICE: DATE: 1962 612 PAGE(s)

SOURCE: Basic Books Incorporated
New York, N.Y.

MEDIA: Book

ORIENTATION: Social Change
Human Development

SUBJECT CONTENT: A reader in the sociology of occupations. Addresses, essays, lectures: industrial sociology.

COMMENT:

704

CLASSIFICATION

04 . ____ 02 . ____ 03 . ____

____ . ____ ____ . ____ ____ . ____

AUTHOR: O'Banion, Terry

CORPORATE AUTHOR:

TITLE: "For Adults Only." Adult Leadership, Volume 17

PRICE: **DATE:** June, 1968 2 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:
Adult Counseling
Adult Learning
Student Personnel Programs

SUBJECT CONTENT: O'Banion identified the services to be included in an adult student personnel program: (1) a special testing program to assess chances for success as full-time students, (2) late afternoon, evening, or weekend counseling for students, (3) placement services for the evening student, (4) orientation to student personnel program, (5) social, cultural, and recreational activities, and (6) evening sessions of a basic orientation or applied psychology course.

COMMENT:

CLASSIFICATION

04 . ________ 06 . ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR: Oberlander, Oliver C.

CORPORATE AUTHOR:

TITLE: A Study of Occupational Practices As They Relate to Curriculum Design for Career Education (ED 068 629)

PRICE: MF .65
HC $3.29

DATE: 1971

32 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:

Career Education
Curriculum
Guidance Personnel
Occupational Guidance
Vocational Development

SUBJECT CONTENT: This study was conducted to: (1) identify existing practices of occupational guidance programs for grades K-12 in Michigan, (2) recommend educational changes for the preparation of occupational guidance personnel, and (3) determine specific objectives and ways in which the Department of Industrial Education and Technology of Central Michigan University can prepare occupational guidance personnel. Some major conclusions of the study are: (1) in general those responsible for career planning felt ill prepared and not qualified to provide occupational guidance services, (2) a large percentage of the present counseling and guidance services are too theoretical, with the major emphasis on psychological and sociological aspects of human development and little emphasis on career development, (3) one or more undergraduate course(s) directly related to career planning and development should be required for those involved in career education.

COMMENT:

CLASSIFICATION

04 . ______ 02 . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR:

CORPORATE AUTHOR:

TITLE: Occupational Outlook Quarterly

PRICE: $1.50 annually DATE: PAGE(s)

SOURCE: U.S. Government Printing Office
Washington, D.C. 20402

MEDIA: Periodical (quarterly)

ORIENTATION: Quarterly journal providing interesting and readable articles on the current outlook for occupations in a variety of career areas.

SUBJECT CONTENT: Articles on current outlook for numerous careers

COMMENT:

CLASSIFICATION

04 . __________ ____ . __________ ____ . __________

____ . __________ ____ . __________ ____ . __________

AUTHOR:

CORPORATE AUTHOR: Ohio State Department of Education, Division of Vocational Education

TITLE: Ohio's Career Development Continuum

PRICE: **DATE:** 2 **PAGE(s)**

SOURCE: Ohio State Department of Education
Division of Vocational Education
Columbus, Ohio 43215

MEDIA: Diagram and Information Sheet

ORIENTATION: State Plan for Career Education

SUBJECT CONTENT: K-post secondary: A family life program; A career motivation program; A career orientation program; a career exploration program; an occupational work adjustment (owa); a career preparation program (age 16 and above); a career training, retraining and upgrading program.

COMMENT:

CLASSIFICATION

04 . ______ 06 . 02 ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Osipow, Samuel H.

CORPORATE AUTHOR:

TITLE: Theories of Career Development

PRICE: DATE: 1968 258 PAGE(s)

SOURCE: Appleton-Century-Crofts, Educational Division
Meredith Corporation, 440 Park Avenue South
New York, N.Y. 10016

MEDIA: Book

ORIENTATION:

Systems Analysis	Career Education
Career Development	Systems Approach
Counseling Strategies	Adult Development

SUBJECT CONTENT: The book has several purposes: (1) an attempt was made to fill the need that exists for an examination and evaluation of current theoretical and empirical findings relevant to the vocational decision process; (2) a comparison of the similarities and differences of the theories becomes possible, allowing judgments to be made as to relative strengths and weaknesses of the theories; (3) synthesis of general theoretical statements which might integrate the more useful and effective constructs of the various theoretical positions, as well as to identify the ingredients common to most of the theories; (4) consideration of the theories with respect to their implications for career counseling. The book covers the following theories of vocational development: (1) Roe's personality theory of career choice; (2) Holland's career typology theory of vocational behavior; (3) The Ginzberg, Ginsburg, Axelrad, and Herma Theory; (4) Psychoanalytic conceptions of career choice; (5) Super's developmental self-concept theory of vocational behavior; (6) Personality and Career; (7) Social systems and career decisions: the situational approach; (8) A comparison of the theories; and (9) Synthesis and perspective.

CLASSIFICATION

04 . ____________ 03 . ____________ 02 . ____________

____ . ____________ ____ . ____________ ____ . ____________

AUTHOR: Ostrom, Stanley R.

CORPORATE AUTHOR:

TITLE: Data Bank Materials for Vocational Guidance Information System (VGIS), (Collection)

PRICE: **DATE:** **PAGE(s)**

SOURCE: Vocational Guidance Information System
99 Notre Dame Avenue
San Jose, California

MEDIA: Program

ORIENTATION: Occupational Information Program

SUBJECT CONTENT: Partial materials include: Handbook for Counselors, Manual for Employers; Job Profile Report: Clerical, Computational, Sales; Detailed Position Report: Clerical, Computational, Sales; Exploring Clerical Occupations

Data Bank is a computerized system to provide accurate, constant and up-to-date information about jobs and occupational fields. Knowledge, skill, personal characteristics, and placement potential for each job specified by employers serve as basic data.

COMMENT:

CLASSIFICATION

04 . ____ 07 . ____ ____ . ____

____ . ____ ____ . ____ ____ . ____

AUTHOR: O'Toole, James

CORPORATE AUTHOR:

TITLE: Work in America

PRICE: **DATE:** 1972 211 **PAGE(s)**

SOURCE: Department of Health, Education and Welfare
Washington, D.C.

MEDIA: Book

ORIENTATION: Manpower Uitilization

SUBJECT CONTENT: Report of a Special Task Force to the Secretary of Health, Education, and Welfare.

COMMENT:

CLASSIFICATION

04 . 03

AUTHOR:

CORPORATE AUTHOR:

TITLE: Papers Presented at the National Workshop on Vocational Education for the Disadvantaged (ED 030 742)

PRICE: MF .65
HC $6.58

DATE: March, 1969

117 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:
Training
Adult Development
Vocational Education

SUBJECT CONTENT: A series of presentations at the National Workshop on Vocational Education for the Disadvantaged. Selected presentations were: (1) Vocational Education for the Disadvantaged; (2) Curriculum Adaptations; (3) Counseling and Supportive Services in Vocational Education for the Disadvantaged; and (4) Involving the Community in Vocational Education for the Disadvantaged.

COMMENT:

712

CLASSIFICATION

04 . ______ 06 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR:

CORPORATE AUTHOR:

TITLE: Patterns of U.S. Economic Growth

PRICE:

DATE: 1970

PAGE(s)

SOURCE:
Superintendent of Documents
Government Printing Office
Washington, D.C

MEDIA: Book

ORIENTATION:

- Manpower Utilization
- Training
- Career Development
- Labor Education

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

04 . ____ 07 . ____ ____ . ____

____ . ____ ____ . ____ ____ . ____

AUTHOR: Pearl, Arthur and F. Riessman

CORPORATE AUTHOR:

TITLE: New Careers for the Poor

PRICE: **DATE:** 1965 273 **PAGE(s)**

SOURCE: Free Press

MEDIA: Book

ORIENTATION: Career Development
Social Change

SUBJECT CONTENT: The nonprofessional in human service. Suggests a new approach to the War on Poverty by developing work for the unskilled in vital areas such as social service, teaching, recreation, and public health.

COMMENT:

714

CLASSIFICATION

04 .

06 . 05

AUTHOR: Pointer, Airs Y.

CORPORATE AUTHOR:

TITLE: New Careers: Entry-Level Training for the Human Service Aide (ED 025 469)

PRICE: MF .65
HC $3.29 **DATE:** May, 1969 28 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:
Systems Approach
Career Education
Employment Qualifications

SUBJECT CONTENT: The manual is an introduction to the new careers program, a program developed to train the unemployed and/or under-employed in the entry-level skills for non-professional jobs in the human services. Inclusions: Glossary of new careers, description of training programs, and bibliography.

COMMENT:

CLASSIFICATION

04 . ______ 01 . ______ 02 . ______

AUTHOR:

CORPORATE AUTHOR:

TITLE: Proceedings of Fourth Annual Conference of Guidance Personnel in Occupational Education (ED 047 326)

PRICE: MF .65
HC $3.29

DATE: May, 1970

62 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:

Vocational Guidance	Vocational Counseling
Job Placement	Occupational Information
Manpower Utilization	Vocational Redevelopment

SUBJECT CONTENT: The topics of these papers are: (1) What Do We Really Know About Career Development; (2) Manpower Policy and Vocational Education; (3) How Guidance Services Should Grow in Occupation Education; (4) Links.

COMMENT:

716

CLASSIFICATION

04 . 01 .

AUTHOR: Pucinski, Roman C. and Sharlene Pearlman Hirsch (editors)

CORPORATE AUTHOR:

TITLE: The Courage to Change

PRICE: **DATE:** 1971 207 **PAGE(s)**

SOURCE: Prentice-Hall, Inc.
Englewood Cliffs, New Jersey

MEDIA: Book

ORIENTATION: Instructional Systems
Educational Strategies
Career Education
Social Change

SUBJECT CONTENT: Includes essays dealing with the following topics: "Prospectus for the Seventies"; "A Challenge to Credentialism"; "Measuring Up to the Work"; "The City as Educator for Work"; "Necessary National Manpower Priorities"; "Education for Viable Alternatives (The New Womanhood)"; "Requirements for Talent, Knowledge, Skill"; "Emergence of the Community College"; "Guidance for Career Decisions"; "New Dimensions for Instructional Roles"; "Business and Education (Collaboration)"; "Vocational Education and Manpower Training"; "An Education Bureaucracy Reorganizes"; "New Directions for Education Leadership"; "Prospects for the Future."

COMMENT:

CLASSIFICATION

04 . ______ ______ . ______ ______ . ______

______ . ______ ______ . ______ ______ . ______

AUTHOR: Quie, Albert

CORPORATE AUTHOR:

TITLE: Notes for Remarks on Career Education

PRICE: **DATE:** February 28, 1973 5 **PAGE(s)**

SOURCE: Chamber of Commerce of the United States
1615 H Street, N.W.
Washington, D.C. 20006

MEDIA: Paper

ORIENTATION: View of career education by a member of Congress

SUBJECT CONTENT: Career education is a general emphasis which would permeate the thinking and approach of an educational system. It would include the purely academic and the purely vocational courses in the proportion and with the degree of concentration required by individual students to meet their career objectives. In order to make this concept a reality there are going to have to be major changes in our educational system and in the things the American public expects of our system.

COMMENT: Delivered to the National Conference on Career Education, sponsored by the Chamber of Commerce of the United States, February 28, 1973.

718

CLASSIFICATION

04 . ______ ____ . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Raizen, S.A., S.J. Carroll, A. J. Lieberman, J. N. Williamson, and J. G. Wirt

CORPORATE AUTHOR:

TITLE: The Career Education Program

PRICE: **DATE:** November, 1972 125 **PAGE(s)**

SOURCE: The Rand Corporation
2100 M Street, N.W.
Washington, D.C. 20037

MEDIA: Paper

ORIENTATION: Career Education
Systems Analysis

SUBJECT CONTENT: Conceptual Analysis; Examination of the Models; Program Plan; Strategies for Implementation; Appendix: Problems of entry and career progression.

COMMENT:

CLASSIFICATION

04 .

04 . 01

04 . 02

06 . 04

06 . 05

AUTHOR: Ressler, Ralph

CORPORATE AUTHOR:

TITLE: Career Education: The New Frontier

PRICE: $7.95 **DATE:** June, 1973 176 **PAGE(s)**

SOURCE: Charles A. Jones Publishing Company
4 Village Green, S. E.
Worthington, Ohio 43085

MEDIA: Book

ORIENTATION: Career Planning Career Education
Career Development Educational Strategies
Curriculum

SUBJECT CONTENT: The author suggest ways of introducing career education concepts into existing curricula. The emphasis is on self-awareness and career-awareness in the development of career development programs. Some of the chapters included are: The Role of Career Education, Comprehensive Career Education, Implementation of Career Education, and Activity in Elementary Career Education.

COMMENT:

CLASSIFICATION

04.04 06.06

AUTHOR: Rosen, Howard

CORPORATE AUTHOR:

TITLE: What Counselors Should Know (And Do) About Employers' Hiring Requirements (ED 038 701)

PRICE: MF .65
HC $3.29

DATE: March, 1970 16 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:
Employment Qualifications
Job Analysis
Counselors

SUBJECT CONTENT: Counselors must take a more active role in helping young people make the transition from school to work. If counselors are to become a part of the linkage system between school and work, they will have to change their posture from "neutral" sources of occupational and job information to active developers of information and to participants in the job seeking process. In order to bring about fairer hiring practices, counselors must act as "change agents" and recommend to employers whose hiring standards are not valid that they should be modified. This proposition calls for a socially responsible activist role for counselors.

COMMENT: Paper presented at American Personnel and Guidance Association Convention, New Orleans, Louisiana, March 22-26, 1970.

CLASSIFICATION

04.

AUTHOR: Rosenberg, Mae E.

CORPORATE AUTHOR:

TITLE: Career Education Limitations and Possibilities

PRICE: **DATE:** August 18, 1971 53 **PAGE(s)**

SOURCE: Education Policy Research Center
Stanford Research Institute
Menlo Park, CA 94025

MEDIA: Booklet

ORIENTATION: A draft, report on career education

SUBJECT CONTENT: Includes: goals, objectives, assumptions; some basic issues; nature of education; pragmatic considerations.

COMMENT:

CLASSIFICATION

04 . ____ ____ . ____ ____ . ____

____ . ____ ____ . ____ ____ . ____

AUTHOR: Ryan, T. Antoinette

CORPORATE AUTHOR:

TITLE: A Systems Approach to Career Development

PRICE: **DATE:** June 19, 1972 32 **PAGE(s)**

SOURCE: Educational Research and Development Center
University of Hawaii
Honolulu, Hawaii 96822

MEDIA: Paper

ORIENTATION: Rationale for systems approach

SUBJECT CONTENT: Definition of career development and the characteristics of effective interventions; need for systematic approach to planning, implementing career development programs; a model for achieving career development.

COMMENT: Prepared for the Western Regional Meeting of State Directors of Guidance and State Supervisors of Employment, Corvallis, Oregon.

CLASSIFICATION

04 . 03   04 . 04   .

.   .   .

AUTHOR: Seiler, Joseph

CORPORATE AUTHOR:

TITLE: Pre-testing Orientation for the Disadvantaged: Experience in Manpower Experimental and Demonstration (E & D) Projects (ED 041 061)

MF .65
PRICE: HC not available **DATE:** March, 1970 14 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:
Manpower Utilization
Task Performance
Employment Qualifications

SUBJECT CONTENT: The restricted experience of disadvantaged persons in taking employment related tests leaves them without test-taking skills. United States Department of Labor Manpower Experimental and Demonstration Manpower Projects have found several approaches of use in the pre-testing preparation of out-of-school and out-of-work youth and adults. The appropriate methods for and the scope of pre-testing orientation services needed by the disadvantaged will vary depending on the character of the vocational tests and the education and experience of the job applicants.

COMMENT: Paper presented at the American Personnel and Guidance Association Convention, New Orleans, Louisiana, March 25, 1970.

CLASSIFICATION

04 . ______ 02 . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Sharp, L. M.

CORPORATE AUTHOR:

TITLE: "Vocational Education for Disadvantaged Groups,"
Vocational Education Today and Tomorrow, G.G. Somers
and J.K. Little (editors)

PRICE: DATE: 39 PAGE(s)

SOURCE: Center for Studies in Vocational and Technical Education
University of Wisconsin

MEDIA: Book

ORIENTATION: Career Education
Human Development

SUBJECT CONTENT: Training, Education and the War on Poverty; Vocational Programs for Disadvantaged High School Students; Programs for Out-of-School Youths and Disadvantaged Adults; The New Manpower Programs.

COMMENT:

CLASSIFICATION

04 .

AUTHOR: Simpson, Elizabeth Jane

CORPORATE AUTHOR:

TITLE: Career Education: Challenge to Teacher Education

PRICE: **DATE:** October, 1972 3 **PAGE(s)**

SOURCE: Editor, c/o Challenge
Chicago State University
Chicago, Illinois 60628

MEDIA: Pamphlet

ORIENTATION: Commentary on issues in Career Education

SUBJECT CONTENT: The need for career education and the implications for changes in teacher training.

COMMENT: The author, Elizabeth Jane Simpson, is Director, Curriculum Center for Occupational and Adult Education, Bureau of Adult and Vocational-Technical Education, USOE

CLASSIFICATION

04. 03. 02.

AUTHOR: Slocum, Walter L.

CORPORATE AUTHOR:

TITLE: Occupational Careers

PRICE: **DATE:** 1966 272 **PAGE(s)**

SOURCE: Aldine Publishing Company
320 West Adams Street
Chicago, Illinois 60606

MEDIA: Book

ORIENTATION: Occupational Information
Sociological Perspective

SUBJECT CONTENT: An overview of current sociological knowledge relevant to occupational careers. Topics include: Scientific and Technological Development and Occupational Changes; Occupational Status Levels; Occupational Trends and Outlook; and Occupational Mobility.

COMMENT:

CLASSIFICATION

04 . ____ ____ . ____ ____ . ____

____ . ____ ____ . ____ ____ . ____

AUTHOR: Smoker, David E.

CORPORATE AUTHOR:

TITLE: Career Education: A Guidebook for School Administrators

PRICE: DATE: June, 1973 PAGE(s)

SOURCE: American Association of School Administrators
1801 N. Moore Street
Arlington, Virginia 22209

MEDIA: Book

ORIENTATION: Educational Strategies

SUBJECT CONTENT: "What is Career Education?" "Why Do Your Schools Need It?" "What are the Payoffs?" "What Is Your Leadership Role?" "How Do You Get Started?" "Where Can You Get Help?" Bibliography.

COMMENT:

CLASSIFICATION

04 . 01　　04 . 03　　06 . 02

03 . 　　 . 　　 .

AUTHOR:

CORPORATE AUTHOR:

TITLE: South Carolina: Development of Career and Educational Ladders Between Industry and Instructional Agencies

PRICE: DATE: 1970 36 PAGE(s)

SOURCE: Morehead State University
Morehead, Kentucky

MEDIA: Report

ORIENTATION:

Vocational Education	Career Development
Industrial Training	Occupational Information
Manpower Utilization	

SUBJECT CONTENT: Part of the 14-state module final report concerned itself with the development and operation of a cooperative manpower development center: the cooperative addresses, the needs of industry and the job market and educational institutions and training or retraining of workers. Included in the report are evaluations of contacts and links with local business.

COMMENT:

CLASSIFICATION

04 . 04 02 . ____ . ____

____ . ____ ____ . ____ ____ . ____

AUTHOR: Souther, James W.

CORPORATE AUTHOR:

TITLE: "A Three-Phase Experiment in Minority Placement." Journal of College Placement

PRICE: **DATE:** October/November 1972 3 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:
Career Planning
Job Placement
Counseling Services

SUBJECT CONTENT: Efforts were made to stimulate minority involvement in the placement programs at the University of Washington. A job fair, resume book, and internship program generated a high degree of student participation.

COMMENT:

730

CLASSIFICATION

04. ______ ____.______ ____.______

____.______ ____.______ ____.______

AUTHOR: Spitzer, Sally Barker

CORPORATE AUTHOR:

TITLE: The Crisis of Career Education

PRICE: DATE: Summer, 1972 4 PAGE(s)

SOURCE: EPIC, National Urban League, Inc.
55 East 52nd Street
New York, N.Y. 10002

MEDIA: Pamphlet

ORIENTATION: Minority View of Career Education

SUBJECT CONTENT: Career Education: A New Name for an Old Game; Career Education in the East: New Status for Old Drop-outs; Career Education the Mideast: A Study in Tokenism; Career Education in the Midwest: Confused with Vocational Education; Career Education in the West: No Panacea for Blacks; Career Education in the South: Excludes Parent Participation; Career Education in the Urban League Movement: Beyond Vocational Education; Analysis of Education Programs: How it's Done.

COMMENT:

CLASSIFICATION

04 . ____ 03 . ____ ____ . ____

____ . ____ ____ . ____ ____ . ____

AUTHOR: Springer, Philip B., assisted by Sydney C. Anderson

CORPORATE AUTHOR:

TITLE: Work Attitudes of Disadvantaged Black Men, Report 401

PRICE: Free **DATE:** 1972 28 **PAGE(s)**

SOURCE: U. S. Department of Labor
Bureau of Labor Statistics
Washington, D.C.

MEDIA: Paper

ORIENTATION: Manpower Utilization Career Planning
Career Education Career Development
Adult Vocational Education

SUBJECT CONTENT: A research paper containing 55 tables related to the employment and unemployment problems of the economically disadvantaged Black man. The report's objective was to explore how to understand employment problems in poverty communities. The sample of interviewees were taken from government and private manpower programs and from non-participants in the labor force selected at random.

COMMENT:

CLASSIFICATION

04.________ ____.________ ____.________

____.________ ____.________ ____.________

AUTHOR: Stadt, Ronald, Raymond Bittle, Larry Kenneke, and Dennis Nystrom

CORPORATE AUTHOR:

TITLE: Managing Career Education Programs

PRICE: **DATE:** 1973 256 **PAGE(s)**

SOURCE: Prentice-Hall, Inc.
Englewood Cliffs, New Jersey 07632

MEDIA: Book

ORIENTATION: Program Planning and Development
Educational Strategies

SUBJECT CONTENT: A combination of basic how-to-do-it techniques and sound management principles; provides an approach to program mangement; individual chapters deal with objective program management, planning, leadership styles and patterns, motivation and morale, communications, information processing systems and information sources.

COMMENT:

CLASSIFICATION

04 .

AUTHOR: Stahlsmith, Steve

CORPORATE AUTHOR:

TITLE: Resources for Career Development

PRICE: **DATE:** 1973 58 **PAGE(s)**

SOURCE: Indiana Career Resource Center
1205 South Greenlawn Avenue
South Bend, Indiana 46615

MEDIA: Book

ORIENTATION: Publications, reports, audio, video and manipulative materials available for purchase from commercial suppliers or on short term loan from the Indian Career Resource Center.

SUBJECT CONTENT: Elementary Career Resources: Kits, Printed Information, Puppetry and Sound Filmstrips. Middle and High School Career Resources: Sound/Slide Programs, Tapes, Tests, Games and Simulation, Films and Filmloops, Microfilmed Materials, Printed Information and Sound Filmstrips. Post-Secondary Career Resources: Games and Simulation, Films, Microfilmed Materials, Printed Information, Sound/Slide Programs, Tape interviews, Tape Lectures, Tape Programs, and Tests.

COMMENT:

CLASSIFICATION

04 .__________ ____.__________ ____.__________

____.__________ ____.__________ ____.__________

AUTHOR:

CORPORATE AUTHOR: Stanford Research Institute (SRI)

TITLE: Career Education: Prognosis for a Policy

PRICE: DATE: December, 1971 76 PAGE(s)

SOURCE: Educational Policy Research Center
Stanford Research Institute
Menlo Park, California 94025

MEDIA: Paper

ORIENTATION: Policy implications of career education.

SUBJECT CONTENT: Presents the results of research in progress: the background, objectives, scope, summary and conclusions, as well as method and approach used in the study to determine to what extent the Office of Education's Career Education Program can achieve its goals of eliminating or significantly reducing youth unemployment and alienation of youth in school.

COMMENT:

CLASSIFICATION

04.04 04.

AUTHOR: Stevens, Nancy D.

CORPORATE AUTHOR:

TITLE: Job-seeking Behavior and Vocational Development (ED 051 519)

PRICE: MF .65
HC $3.29

DATE: April, 1971

17 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:

- Job Placement
- Career Development
- Vocational Adjustment
- Career Planning
- Career Education
- Vocational Redevelopment

SUBJECT CONTENT: Job-seeking behavior is observed and discussed. The data is contrasted with the processes of vocational choice and work adjustment.

COMMENT: This paper was presented at the APGA Convention in Atlantic City, New Jersey, April, 1971.

CLASSIFICATION

04.

AUTHOR: Stevenson, John B.

CORPORATE AUTHOR:

TITLE: An Introduction to Career Education

PRICE: $8.95 Paperback **DATE:** 1973 288 **PAGE(s)**

SOURCE: Charles A. Jones Publishing Company
4 Village Green, S.E.
Worthington, Ohio 43085

MEDIA: Book

ORIENTATION:
Career Planning
Career Education
Occupational Information
Career Development
Vocational Redevelopment

SUBJECT CONTENT: This is a good handbook on the principles and practices for integrating career education into the school curriculum, K-12. Stress is placed on opportunities for individualizing career-oriented instructional programs and for developing self-understanding and career awareness. The appendix gives samples of state and district models and other guidelines for career education implementation. Sample chapters include: "Understanding Career Education," "The History of Career Education Movements," "Defining Career Education," and "Developing Career Education Programs."

COMMENT: A good overview of Career Education

CLASSIFICATION

04. ______ 01. ______ 02. ______

___.______ ___.______ ___.______

AUTHOR: Stone, Shelley C. and Bruce Shertzer (editors)

CORPORATE AUTHOR:

TITLE: Guidance Monograph Series

PRICE: DATE: 1971 Six Sets PAGE(s)

SOURCE: Houghton-Mifflin Company, Educational Division
110 Tremont Street
Boston, Massachusetts 02107

MEDIA: Monograph Series

ORIENTATION: Guidance

SUBJECT CONTENT: Organization and Administration (10 monographs); Counseling (9 monographs); Testing (9 monographs); Career Information and Development (9 monographs); Guidance and the Exceptional Student (10 monographs); Minority Groups and Guidance (8 monographs).

COMMENT:

CLASSIFICATION

04 . ________ ____ . ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR: Stuart, Stephen D.

CORPORATE AUTHOR:

TITLE: Final Report on: An Exploratory Study to Analyze New Skill Content in Selected Occupations in Michigan and the Mechanism for its Translation into Vocational Education Curricula

PRICE: **DATE:** July 31, 1972 190 **PAGE(s)**

SOURCE: Battelle, Columbus Laboratories
505 King Avenue
Columbus, Ohio 43201

MEDIA: Book

ORIENTATION: Career Development
Vocational Curriculum

SUBJECT CONTENT: Objectives of the study: To compare entry-level skill requirements in a sample of ten occupations with the vocational curricula and programs in three selected communities; to bring about program improvements needed to reduce discrepancies between employer-desired skills and curriculum produced skills. Final report and recommendations.

COMMENT:

CLASSIFICATION

04.

AUTHOR: Super, Donald E., Reuben Starishevsky, Norman Matlin, and Jean Pierre Jordaan

CORPORATE AUTHOR:

TITLE: Career Development: Self-Concept Theory

PRICE: **DATE:** 1963 95 **PAGE(s)**

SOURCE: College Entrance Examination Board
Box 592
Princeton, New Jersey 08540

MEDIA: Booklet

ORIENTATION: Essays in Vocational Development
Career Education

SUBJECT CONTENT: Self-Concepts in Vocational Development; Toward Making Self-Concept Theory Operational; A Model for the Translation of Self-Concepts into Vocational Terms; Exploratory Behavior: The Formulation of Self and Occupational Concepts; Vocational Development in Adolescence and Early Adulthood. Tasks and Behaviors. A bibliography accompanies each essay.

COMMENT:

CLASSIFICATION

04.

AUTHOR: Swanson, Gordon I.

CORPORATE AUTHOR:

TITLE: Facts and Fantasies of Career Education

PRICE: **DATE:** April 4, 1972 11 **PAGE(s)**

SOURCE: Coordinator of International Programs, College of Education
University of Minnesota
Minneapolis, Minnesota

MEDIA: Paper

ORIENTATION: Essential Features of Career Education

SUBJECT CONTENT: Career education goals, history, new dimensions, fallacies and fantasies; summary and bibliography.

COMMENT: Presentation to the Vocational Education Research-Special Interest Group, AERA Annual Meeting, Chicago, Illinois-April 4, 1972.

CLASSIFICATION

04.

AUTHOR:

CORPORATE AUTHOR: Task Force on Vocational Education

TITLE: Vocational Education and the Profession in the 70's And Beyond

PRICE: **DATE:** May 26, 1971 20 **PAGE(s)**

SOURCE: National Education Association
1201 Sixteenth Street, N.W.
Washington, D.C. 20036

MEDIA: Pamphlet

ORIENTATION: Social Change
Vocational Education

SUBJECT CONTENT: Crucial need for the profession to invest in the promotion and improvement of occupational and career development education. Need program thrusts and an identifiable vehicle of change.

COMMENT:

CLASSIFICATION

04 . 03 06 . 05

AUTHOR: Taylor, John E. and Others

CORPORATE AUTHOR:

TITLE: An Occupational Clustering System and Curriculum Implications for the Comprehensive Career Education Model

PRICE: $3.00 **DATE:** 1972 90 **PAGE(s)**

SOURCE: Human Resources Research Organization
Alexandria, Virginia

MEDIA: Booklet

ORIENTATION: Career Education
Occupational Information

SUBJECT CONTENT: A document describing an occupational clustering system that informs students about the world of work and assists them in career choice. Objectives and curricular suggestions for instruction are provided also.

COMMENT:

CLASSIFICATION

01 . ______ 03 . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR:

CORPORATE AUTHOR: The Center for Vocational and Technical Education

TITLE: Abstracts of Research Materials in Vocational and Technical Education (ARM)

PRICE: $11.00 annually DATE: PAGE(s)

SOURCE: The Center for Vocational and Technical Education
1900 Kenny Rd.
Columbus, Ohio 43210

MEDIA: Periodical (quarterly)

ORIENTATION: Quarterly abstract journal announcing recently completed research and research-related documents in vocational, occupational, technical and career education.

SUBJECT CONTENT: Abstracts of recent research reports and related documents.

COMMENT:

CLASSIFICATION

04 . ________ ____ . ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR:

CORPORATE AUTHOR: The Center for Vocational and Technical Education

TITLE: National Conferences on Career Education

PRICE: **DATE:** April/May, 1972 190 **PAGE(s)**

SOURCE: The Center for Vocational and Technical Education
The Ohio State University
Columbus, Ohio 43210

MEDIA: Book (loose-leaf notebook)

ORIENTATION: Introduction of basic information about career education to education trainers.

SUBJECT CONTENT: The agendas for the National Conference on Career Education for Deans of Colleges of Education and the National Conference on Career Education for Professors of Educational Administration, list of participants, and the resource papers presented at each: "Implications for Career Education of Research and Theory on Career Development," S. Osipow, "Nature and Characteristics of Emerging Career Education Curriculum," B. Reinhart, "The Emerging School-Based Comprehensive Model," A. Miller, "Personnel Development for Career Education," L. Keller, "Roles of Schools and Colleges of Education in Career Education," K. Goldhammer, "Problems in the Organization and Administration of Career Education Programs," G. Smith, "Administrative Needs and Problems in the Installation of Career Education Programs," W. Moore.

COMMENT:

CLASSIFICATION

01 . ______ 03 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR:

CORPORATE AUTHOR: The Center for Vocational and Technical Education

TITLE: The Center for Vocational and Technical Education: Selected References for Career Education

PRICE: DATE: February 24, 1972 6 PAGE(s)

SOURCE: The Center for Vocational and Technical Education
1900 Kenny Road
Columbus, Ohio 43210

MEDIA: Pamphlet

ORIENTATION: Bibliography
Career Education

SUBJECT CONTENT: Selected listing by author of career education-related reference materials. Additional listing of several pertinent indexes and abstracts. Includes information on ordering ERIC documents.

COMMENT:

CLASSIFICATION

04.03

AUTHOR:

CORPORATE AUTHOR: The President's Committee on Employment of the Handicapped

TITLE: About Jobs--and Mentally Retarded People

PRICE:

DATE: 1972

38 PAGE(s)

SOURCE:
The President's Committee on Employment of the Handicapped
The National Association for Retarded Children
Washington, D.C. 20210

MEDIA: Pamphlet

ORIENTATION:
Occupational Preparation
Rehabilitation Counseling

SUBJECT CONTENT: Deals with organizations and program content related to the employment of the mentally retarded; Work Values; Evaluation; Preparation; Vocational Rehabilitation; Employment; Retarded Children's Associations; Governors' Committees; Directory of State Contacts.

COMMENT:

CLASSIFICATION

01 . ______ 06 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR:

CORPORATE AUTHOR:

TITLE: The U.S. Economy in 1980, Bulletin No. 1673

PRICE: DATE: 1970 PAGE(s)

SOURCE: Superintendent of Documents
Government Printing Office
Washington, D.C.

MEDIA: Book

ORIENTATION: Manpower Utilization
Labor Education

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

04 . ________ 02 . ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR: Thomas, Allen R.

CORPORATE AUTHOR:

TITLE: Job Placement Coordinator's Handbook (ED 060 211)

PRICE: MF .65
HC $3.29

DATE: 1972

54 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:

Counselors	Career Planning
Career Development	Job Placement

SUBJECT CONTENT: Developed by a vocational educator, this handbook describes the role of the student placement coordinator in the vocational-technical school and his responsibilities to the students, administration, community and himself. A typical job application form and tips for the job interview are included, along with sample student questionnaires, follow-up forms, and business survey forms.

COMMENT:

CLASSIFICATION

04._____ ____._____ ____._____

____._____ ____._____ ____._____

AUTHOR: Tiedeman, David V.

CORPORATE AUTHOR:

TITLE: Career Education and the Technology of Career Development

PRICE: DATE: 1972 267 PAGE(s)

SOURCE: American Institutes for Research
Palo Alto, California

MEDIA: Book

ORIENTATION: Conference Report
Career Development

SUBJECT CONTENT: Proceedings of the Eighth Invitational Conference on systems under construction in career education and development.

- Systems for Career Education
- Career Development and Systems at the American Institutes for Research
- Current Status of Other Career Development Systems
- Career Education and the Technology of Career Development

COMMENT:

CLASSIFICATION

04 .

AUTHOR: Travis, Sophia

CORPORATE AUTHOR:

TITLE: "The U.S. Labor Force: Projections to 1985." Monthly Labor Review

PRICE:

DATE: May, 1970

10 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION: Manpower Utilization

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

04.

AUTHOR: Turnbull, William W.

CORPORATE AUTHOR:

TITLE: Conferences on Career Education

PRICE:

DATE: 1972

103 **PAGE(s)**

SOURCE: Educational Testing Service
Princeton, New Jersey 08540

MEDIA: Book

ORIENTATION: Proceedings of the Conferences on Career Education

SUBJECT CONTENT: "Introduction," William W. Turnbull; "Federal Initiatives and Career Education," Peter P. Muirhead; "The Nature of Career Education," Roman C. Pucinski; "1984 Revisited," Paul Woodring; "Implications of Career Education," Harold Howe II; "Developing a Career Education Program in Oregon," Dale P. Parnell; "Developing a Career Education Program in Dallas," Nolan Estes; "Career Education Dimensions of Community Colleges," Norvel L. Smith; "The Role of Organized Labor," Gus Tyler; "Women and Career Education," M. Barbara Boyle; "The Role of Business and Industry," Douglas M. Knight; "Meeting the Needs of Minorities," Charles G. Hurst, Jr.; "Evaluation in Career Education," Charles F. Ward.

COMMENT:

CLASSIFICATION

04 . ____ 07 . ____ 02 . ____

____ . ____ ____ . ____ ____ . ____

AUTHOR: Ulrich, Bernard

CORPORATE AUTHOR:

TITLE: A Training Model for the Jobless Adult (ED 017 783)

PRICE: MF .65
HC $3.29

DATE: January, 1966

16 PAGE(s)

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:
Job Placement
Adult Learner
Adult Counseling

SUBJECT CONTENT: Diagnostic Survey, Job Training, Placement and Follow-up, Counseling.

COMMENT:

CLASSIFICATION

04 . ______ 06 . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR:

CORPORATE AUTHOR:

TITLE: U. S. Manpower in the 1970's

PRICE:

DATE: 1970

PAGE(s)

SOURCE: Superintendent of Documents
Government Printing Office
Washington, D.C.

MEDIA: Book

ORIENTATION: Manpower Utilization

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

04.

AUTHOR:

CORPORATE AUTHOR: U. S. Office of Education

TITLE: Abstracts of Exemplary Projects in Vocational Education

PRICE: **DATE:** November, 1971 118 **PAGE(s)**

SOURCE: Division of Vocational and Technical Education
7th and D Streets, S.W.
Washington, D.C. 20202

MEDIA: Book

ORIENTATION: Overall background information on the Vocational Exemplary Projects funded by U.S. Office of Education.

SUBJECT CONTENT: Abstracts of individual projects in each of the 50 states and territories.

COMMENT: Present edition is available through ERIC (ED 060 189). New edition of the Abstracts is being printed.

CLASSIFICATION

04.

AUTHOR:

CORPORATE AUTHOR: U.S. Office of Education

TITLE: Career Education

PRICE: DATE: 1 PAGE(s)

SOURCE: Department of Health, Education and Welfare
Office of Education
Washington, D.C. 20202

MEDIA: Pamphlet

ORIENTATION: A publicity pamphlet for career education containing short quotations of famous persons.

SUBJECT CONTENT: Comments by: Plato, Epictetus, Benjamin Franklin, Anna Jameson, Samuel Gompers, Helen Keller, James B. Conant, Florence B. Stratemeyer, Martin Luther King, Jr., Whitney M. Young, Jr., Henry M. Ramirez, Margaret Mead, Lillian Buckingham, Shirley Chisholm, Wilfred Antell, Charles A. Reich, P.F. Flores, S. I. Hayakawa, and James M. Rogers, Jr.

COMMENT:

CLASSIFICATION

04.______ ___.______ ___.______

___.______ ___.______ ___.______

AUTHOR:

CORPORATE AUTHOR: Co-sponsored by USOE and Olympus Research Corp.

TITLE: Career Education in the Environment

PRICE: DATE: May 12, 1972 68 PAGE(s)

SOURCE: Olympus Research Corporation
955 East 9th South
Salt Lake City, Utah 84102

MEDIA: Booklet

ORIENTATION: National directory of existing programs in career education and environmental education reported at regional conferences on career education.

SUBJECT CONTENT: A national directory of existing programs in career education and environmental education; programs are listed by region and contain the project name, brief description and contract information; describes the conference materials (texts, handbooks, slide programs and films) containing information on their availability, price and use.

COMMENT:

CLASSIFICATION

04 . ____________ 03 . ____________ 02. ____________

____ . ____________ ____ . ____________ ____ . ____________

AUTHOR: Vetter, Louise and Barbara J. Sethney

CORPORATE AUTHOR:

TITLE: Planning Ahead for the World of Work

PRICE: DATE: February, 1972 71 PAGE(s)

SOURCE: The Center for Vocational and Technical Education
The Ohio State University, 1900 Kenny Road
Columbus, Ohio 43210

MEDIA: Booklet

ORIENTATION: Curriculum materials in career planning for secondary school girls.

SUBJECT CONTENT: Teacher Manual; Transparency Master; Student Materials. Special topic - "The Women's Movement" - Students (female) are to learn more acceptance of the working role in their lives, more knowledge about women in the work force.

COMMENT: These materials were developed in conjunction with a study "Planning Ahead for the World of Work: Development and Field Testing of Curriculum Materials for Secondary School Girls." (Columbus, Ohio: Center for Vocational and Technical Education)

758

CLASSIFICATION

04 .	03 .	02 .
.	.	.

AUTHOR: Vinsan, Lurried

CORPORATE AUTHOR:

TITLE: Career Center

PRICE: DATE: Initiated Summer, 1972 PAGE(s)

SOURCE: Penn Valley Community College
560 Westport Road
Kansas City, Missouri 64111

MEDIA: Program

ORIENTATION: Community college skill training programs offered without cost.
Manpower Utilization Program Career Education

SUBJECT CONTENT: Tuition free, open-entry/open-exit training in variety of fields; Development Laboratory--basic education in reading, language and mathematics; "World of Work Day": students may role play job interviews, visit a business office or an art gallery, hear a guest speaker or view and discuss a film from the public library; mobile counseling unit.

COMMENT:

CLASSIFICATION

04 . ______ 03 . ______ 01 . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR:

CORPORATE AUTHOR:

TITLE: Vital Information for Education and Work (VIEW)

PRICE: **DATE:** **PAGE(s)**

SOURCE: San Diego Regional Career Information Center (Contact)
Department of Education, San Diego County
San Diego, California

MEDIA: Program

ORIENTATION: Occupational Information

SUBJECT CONTENT: System involves compiling information about different occupations and putting on microfilm for use by students and teachers.

Developed and widely used in California, and many other states. Each supplies local data.

COMMENT: Occupational information stored on Microfiche.

CLASSIFICATION

04 . 03　　　01 . 02　　　02 . 02

AUTHOR: Waldman, Elizabeth and Kathryn R. Gover

CORPORATE AUTHOR:

TITLE: "Employment Situation of Viet Nam Era Veterans." Monthly Labor Review

PRICE:　　　**DATE:** September, 1971　　　14 **PAGE(s)**

SOURCE: U. S. Department of Labor
Bureau of Labor Statistics
Washington, D.C. 20212

MEDIA: Report

ORIENTATION:

Career Education	Adult Counseling
Career Development	Manpower Utilization

SUBJECT CONTENT: The problem of finding employment in civilian life is a major one for returning Viet Nam veterans. Public concern to find employment for veterans has increased. This article reports that government manpower programs are helping. The overall employment situation for Viet Nam era veterans under 30 in mid-1971 is examined and broken out by age group, race, educational attainment, duration of unemployment and other characteristics.

COMMENT:

CLASSIFICATION

04 . ______ 06 . ______ 07 . ______

AUTHOR: Walker, Charles R.

CORPORATE AUTHOR:

TITLE: Technology, Industry and Man: The Age of Acceleration

PRICE: **DATE:** 1968 **PAGE(s)**

SOURCE: McGraw-Hill Book Company
New York, N. Y.

MEDIA: Book

ORIENTATION:
Manpower Utilization
Labor Education
Career Change
Social Change
Adult Learning

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

762

CLASSIFICATION

04.______ ___.______ ___.______

___.______ ___.______ ___.______

AUTHOR: Warren, R. and Dan Stevens

CORPORATE AUTHOR:

TITLE: Developing a Program of Occupational Education for All
(ED 033 237/VT 005 517)

PRICE: **DATE:** January, 1968 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION: Career Education
Occupational Guidance

SUBJECT CONTENT: Development of occupational arts units; transference into a full-scale, year-long program.

COMMENT:

CLASSIFICATION

04 . ______ 05 . ______ 06 . ______

__ . ______ __ . ______ __ . ______

AUTHOR: Wenrich, Ralph

CORPORATE AUTHOR:

TITLE: Review and Synthesis of Research on the Administration of Vocational Technical Education (ED 037 542)

PRICE: MF .65
HC $3.29
DATE: March, 1970
78 PAGE(s)

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION: Literature Reviews
Research Reviews
Vocational Education
Educational Administration
Technical Education

SUBJECT CONTENT: This "state of the art" paper summarizes the most significant research rated to the organization and administration of vocational and technical education at high school, community college, and adult education levels as reported between 1963 and 1968. Research is catagorized by: (1) policy making, (2) organizing for administration, (3) program planning, (4) staffing, (5) financing and facilities planning, (6) evaluating, (7) school-community relations and (8) research.

COMMENT:

CLASSIFICATION

04 .
04 . 01
04 . 02
04 . 03
06 . 04

AUTHOR: Wernick, Walter

CORPORATE AUTHOR:

TITLE: Teaching for Career Development in the Elementary School

PRICE: $7.95 Paperback **DATE:** 1973 208 **PAGE(s)**

SOURCE: Charles A. Jones Publishing Company
4 Village Green, S.E.
Worthington, Ohio 43085

MEDIA: Book

ORIENTATION:

- Career Planning
- Career Development
- Teaching Procedures
- Career Education
- Instructional Systems
- Occupational Information

SUBJECT CONTENT: A practical curriculum guide suggesting how career education courses can be developed in elementary schools. Specific examples, how world-of-work materials and ways to involve community talents are included. Some of the content chapter titles are: Questions and Answers About Career Education, Seeing Career Education in Perspective, Designing Instructional Activities for Career Development, Working Toward Authentic Basic Life-Centered Education, Developing the Art of Teaching in Career Education, and Evaluating Career Education.

COMMENT:

CLASSIFICATION

04.______ ____.______ ____.______

____.______ ____.______ ____.______

AUTHOR: Whiteley, John M. and Arthur Resnikoff (editors)

CORPORATE AUTHOR:

TITLE: Perspectives on Vocational Development

PRICE: **DATE:** 1972 250 **PAGE(s)**

SOURCE: American Personnel and Guidance Association
1607 New Hampshire Avenue
Washington, D.C. 20009

MEDIA: Book

ORIENTATION: Articulation of the best from the past; assessment of needs of the future; illustration of research in field of vocational behavior.
Career Development

SUBJECT CONTENT: John M. Whiteley; Arthur Resnikoff; Donald E. Super; John L. Holland; Anne Roe; David V. Tiedeman; Frank J. Minor; Roger A. Myers; Douglas R. Whiteney; Nancy S. Cole; James M. Richards, Jr.; Dennis Klos; Allen B. Ellis.

COMMENT:

CLASSIFICATION

04. ______ 03. ______ 02. ______

___.______ ___.______ ___.______

AUTHOR: Whitfield, Edwin A. and Richard Hoover

CORPORATE AUTHOR:

TITLE: Guide to Careers Through Vocational Training

PRICE: DATE: 312 PAGE(s)

SOURCE: Educational and Industrial Testing Service
Box 7234
San Diego, California 92107

MEDIA:

ORIENTATION: Career Information Source
Career Guidance

SUBJECT CONTENT: Occupations discussed: science; technical; outdoor; business; clerical; linguistic; aesthetic; service.

COMMENT:

CLASSIFICATION

04 . ______ 03 . 01 ______ . ______

______ . ______ ______ . ______ ______ . ______

AUTHOR: Wiley, Aretha W. and Sidney A. Fine

CORPORATE AUTHOR:

TITLE: A Systems Approach To New Careers: Two Papers

PRICE: .25¢ **DATE:** 1969 37 **PAGE(s)**

SOURCE: W. E. Upjohn Institute for Employment Research
300 S. Westnedge Avenue
Kalamazoo, Michigan 49007

MEDIA: Booklet

ORIENTATION:

Curriculum	Teaching Guide
Career Education	Career Development
Systems Approach	Adult Basic Education

SUBJECT CONTENT: This booklet, third in an ongoing series of bulletins—Methods for Manpower Analysis, contains two research papers by respected scholars in the field. "Six Steps to New Careers" by A.W. Wiley focuses on the CAP planning office and outlines tests for non-professional jobs and new careers, steps for developing career advancement plans, worker functions, and G.E.D. Scales. "A Systems Approach to Manpower Development in Human Services" by Sidney Fine, discusses the System purpose, environment, resources, components, maintenance, criteria applied to jobs, and its capabilities and limitations.

COMMENT:

CLASSIFICATION

04.

AUTHOR: Willers, Jack C.

CORPORATE AUTHOR:

TITLE: Career, Culture and Consciousness

PRICE: **DATE:** February, 1972 65 **PAGE(s)**

SOURCE: Jack C. Willers
School of Education, Auburn University
Auburn, Alabama 36830

MEDIA: Paper

ORIENTATION: A study of the social and theoretical bases of career education.
Human Development

SUBJECT CONTENT: Career as Growth; Mobility and the Knowledge Economy; Control and Conditioning; Consciousness; Processing Personnel; Culture; Bibliography.

COMMENT: Prepared pursuant to contract with Career Education Development Task Force while still part of USOE

CLASSIFICATION

04 . ____ 04 . 04 ____ . ____

____ . ____ ____ . ____ ____ . ____

AUTHOR: Windle, J.L. and Others

CORPORATE AUTHOR:

TITLE: "Project 200: A Research Review." Journal of College Placement, Volume 31, No. 4

PRICE: DATE: April/May, 1971 4 PAGE(s)

SOURCE:

MEDIA: Journal

ORIENTATION: Career Planning Career Education
Counseling Goals Career Development

SUBJECT CONTENT: This report is the second in a series of articles which deal with the current state of research in the areas of career planning and development, placement, and recruitment of college trained personnel. The present article summarizes studies within the categories of the employer and the placement and career counseling center.

COMMENT:

CLASSIFICATION

04. ______ ____.______ ____.______

____.______ ____.______ ____.______

AUTHOR:

CORPORATE AUTHOR: District 1 Technical Institute
Eau Claire, Wisconsin

TITLE: A Guide to Career Education

PRICE: **DATE:** 1972 **127 PAGE(s)**

SOURCE: District 1 Technical Institute
620 West Clairment Avenue
Eau Claire, Wisconsin 54701

MEDIA: Book

ORIENTATION: Implementing and placing of career education into perspective throughout the postsecondary study and training.
Adult Learning

SUBJECT CONTENT: Guide identifies and is organized around eight elements and sixteen concepts related to career education and the world of work.

COMMENT: Guide is the result of a career education workshop conducted at District 1 Technical Institute in Eau Claire, June 12-30, 1972

CLASSIFICATION

04 . ______ 03 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Worthington, Robert M.

CORPORATE AUTHOR:

TITLE: Career Education and the Community Junior College
(ED 066 610)

PRICE: **DATE:** January, 1972 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION: Career Education

SUBJECT CONTENT: What is Career Education? Integral Part of the Overall Education Program, Support for Career Education, Implications for Post-Secondary Students, Higher Education Amendments.

The post-secondary institution must be designed to fit career aspirations and requirements by providing meaning and purpose to job preparation, as well as by preparing some students for education leading to a baccalaureate and perhaps graduate, professional preparation.

COMMENT:

CLASSIFICATION

04 . ______ ___ . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: York, Edwin

CORPORATE AUTHOR:

TITLE: Doctoral Dissertations Concerning Career Education, 1960-1971: Special Paper, May 1972

PRICE: Free **DATE:** May, 1972 32 **PAGE(s)**

SOURCE: State of New Jersey, Department of Education
Division of Vocational Education
Trenton, New Jersey

MEDIA: Bibliography

ORIENTATION: Career Education

SUBJECT CONTENT: This is a 781-item bibliography of dissertations related to career education (1960-1971). These bibliographies are available at the New Jersey Occupational Research and Development Resource Center at Edison, New Jersey and on microfilm from Zerox. Forty-five topics are grouped under three topics.

COMMENT: Useful for format suggestions.

BEST COPY AVAILABLE

05.

Competencies

CLASSIFICATION

05 .

06 .

06 . 01

AUTHOR: Barbee, David E.

CORPORATE AUTHOR:

TITLE: A Systems Approach to Community College Education

PRICE: $9.95 **DATE:** 1972 183 **PAGE(s)**

SOURCE: Auerbach Publishers, Inc.

MEDIA: Book

ORIENTATION:

Curriculum	Community College
Systems Approach	Instructional Systems
Systems Analysis	Educational Strategies

SUBJECT CONTENT: This book demonstrates how to get the maximum educational product from the minimum resources, how to increase communication between teacher and student, how to measure the student-teacher interface, and how to moniter the day-to-day progress through modern education technology, such as programmed instruction courses and computerized grading of tests. The book is divided into the following chapters: (1) introduction; (2) an emerging theory of instruction; (3) an emerging philosophy and theory of curriculum; (4) a philosophy emerges; (5) an instructional systems model; (6) an experience in employing a systems approach to a community college; (7) guidelines in employing a systems approach.

COMMENT:

CLASSIFICATION

05 . ______ 05 . 01 06 . 01

AUTHOR: Cohen, Arthur M.

CORPORATE AUTHOR:

TITLE: Dateline'79: Heretical Concepts for the Community College

PRICE: DATE: 1969 225 PAGE(s)

SOURCE: Glencoe Press
A Division of the Macmillan Company
Beverly Hills, California

MEDIA: Book

ORIENTATION:

Community College	Behavioral Objectives
Instructional Systems	Systems Analysis
Curriculum	Teaching Procedures

SUBJECT CONTENT: Cohen sketches his perception of the community college of 1979. He attempts to answer a basic question; what form would a community junior college take if it were organized deliberately to cause learning? Cohen utilizes the concept of behavioral objectives and competency-based instruction as a viable approach to learning. He stresses the concepts of individualized instruction. The book is divided into the following sections: (1) the college--1979; (2) means, ends, and anomalies; (3) the conceptual bridge; (4) defined outcomes.

COMMENT:

CLASSIFICATION

05.　　　06.

AUTHOR:

CORPORATE AUTHOR: Human Resources Manpower Career Center
Chicago, Illinois

TITLE: Indigenous Manpower for Social Planning. Report of a Work Conference (EV 005 430)

PRICE: MF Available
VT--ERIC Set

DATE: May 1, 1970

38 PAGE(s)

SOURCE:

MEDIA: ERIC

ORIENTATION:

Social Planning
Community Involvement
Career Opportunities
Manpower Utilization

SUBJECT CONTENT: In response to a growing interest among Chicago social planning agencies, this conference was held to explore the manpower implications and potential of the Model Cities program and its pilot project to train 16 indigenous social planners from the four target neighborhoods. Emerging from the conference were several general conclusions: (1) total commitment is necessary for full citizen participation in social planning, (2) flexibility and coordination between agencies are necessary in defining job functions and selection criteria, (3) firm job commitments must be made for successful trainees, and (4) graduates should be given certificates acknowledging program completion.

COMMENT

CLASSIFICATION

05 . ______ 05 . 01 ______ 05 . 02 ______

AUTHOR: Huther, John

CORPORATE AUTHOR:

TITLE: "Behavioral Objectives and Guaranteed Learning: Equality Carried to Its Final Extreme," Community College Review, Volume 1, No 2

PRICE: **DATE:** July/August 1973 7 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:

Training
Systems Approach
Behavioral Objectives
Systems Analysis
Curriculum

SUBJECT CONTENT: The author discusses the advantages and limitations of using behavioral objectives in learning systems. The assumptions on which the use of behavioral objectives are based are: (1) Teaching is causing learning, (2) Learning objectives should be specified in behavioral terms, (3) Learning at an individual rate is the best way to meet individual needs, (4) Evaluation of learning should cover only the objectives which an individual has attempted to master, (5) Instructors who specify behavioral objectives and use criterion-based tests can guarantee learning, (6) Guaranteeing learning requires major changes in education.

COMMENT:

CLASSIFICATION

05 . ______ 06 . ______ 06 . 04

AUTHOR: Lewis, James, Jr.

CORPORATE AUTHOR:

TITLE: Administering the Individualized Instruction Program

PRICE: $9.95 **DATE:** 1971 225 **PAGE(s)**

SOURCE: Parker Publishing Company, Inc.
West Nyack, New York

MEDIA: Book

ORIENTATION:
Individualized Instruction
Instructional Systems
Systems Approach
Training
Educational Strategies
Systems Analysis
Curriculum

SUBJECT CONTENT: This book discusses different systems and approaches to individualized instructional systems. The author discusses flow charting, behavioral objectives, modules, competency-based systems, and a variety of instructional techniques for implementation of such systems. The book contains the following chapters: (1) organizing for the preparation of individual study units; (2) developing individual study units; (3) constructing the organization and flow chart booklet; (4) developing the statement of purpose; (5) identifying behavioral objectives; (6) test of individualization of instructions; (7) writing learning experiences; (8) forming learning activity options; (9) developing attitudinal objectives; (10) evaluating the individualized instruction program; (11) containing administration of the individualized instruction program; (12) several appendices on samples of individualized instructional units.

COMMENT:

CLASSIFICATION

05 . 01

05 . 02

06 . 01

AUTHOR: Mager, Robert F.

CORPORATE AUTHOR:

TITLE: Goal Analysis

PRICE: $2.95

DATE: 1972

136 **PAGE(s)**

SOURCE:
Fearon Publishers
Lear Siegler, Inc., Education Division
Belmont, California

MEDIA: Book

ORIENTATION:
Goal Analysis
Behavioral Goals
Teaching Procedures
Instructional Objectives
Task Analysis
Instructional Systems
Educational Strategies

SUBJECT CONTENT:

This book basically describes the process of goal analysis which Mager defines as "define the indefinable, to tangibilitate the intangible--to help us say what we mean by our important but abstract goals (or *fuzzies* as they are called in the book). With this procedure, it is possible to describe the *essential* elements of abstract states--to identify the main performances that go to make up the meaning of the goal." The goal of the book is to help the reader know when and how to do a goal analysis. Specifically, this means: (1) be able to identify statements that describe abstractions and those that describe performances; (2) having identified a goal that you consider important to achieve, be able to describe the performances that represent your meaning of the goal. In other words, be able to describe specific outcomes that, if achieved, will cause you to agree that the goal is also achieved.

COMMENT:

CLASSIFICATION

05 . ______ 06 . 01 06 . 06

AUTHOR: Mager, Robert F.

CORPORATE AUTHOR:

TITLE: Measuring Instructional Intent

PRICE: **DATE:** 1973 157 **PAGE(s)**

SOURCE:
Lear Siegler, Inc., Fearon Publishers
6 Davis Drive
Belmont, California

MEDIA: Book

ORIENTATION:

Systems Approach
Module Developments
Educational Strategies
Instructional Intent
Instructional Objectives

SUBJECT CONTENT: The objective of Mager's book is for the reader to be able to discriminate (select, point to) test items that are appropriate (i.e., items that match the objective in performance and conditions) for testing the achievement of an instructional objective, when given: (1) an objective, (2) one or more allegedly suitable test items, and (3) the objective/item checklist. The measurement of instructional success is accomplished mainly through the development of situations or test items that precisely match each objective in scope and intent.

COMMENT:

CLASSIFICATION

05 . 01   05 . 02   06 . 01

AUTHOR: Mager, Robert F.

CORPORATE AUTHOR:

TITLE: Preparing Instructional Objectives

PRICE: **DATE:** 1962   60 **PAGE(s)**

SOURCE: Fearon Publishers
Palo Alto, California

MEDIA Book

ORIENTATION:

Behavioral Goals	Task Analysis
Systems Approach	Systems Analysis
Teaching Procedures	Educational Strategies

Instructional Systems

SUBJECT CONTENT: The book makes a start toward describing how to specify behaviors for the development of instructional objectives. Not only does the book provide a valuable approach to the task of goal specification, it also supplies an orientation that views goal specification as an unavoidable, practical problem requiring hard headed solutions. It provides step-by-step learning activities in the development of instructional and behavioral objectives. The book is divided into the following chapters: (1) objectives; (2) why we care about objectives; (3) the qualities of meaningful objectives, (4) identifying the terminal behavior; (5) further defining the terminal behavior; (6) stating the criterion; (7) self test.

COMMENT

782

CLASSIFICATION

05 . 01   05 . 02   06 . 01

AUTHOR: Mager, Robert F. and Peter Pipe

CORPORATE AUTHOR:

TITLE: Analyzing Performance Problems or 'You Really Oughta Wanna'

PRICE: $2.95   DATE: 1970   111 PAGE(s)

SOURCE: Fearon Publishers
Lear Siegler, Inc., Education Division
Belmont, California

MEDIA: Book

ORIENTATION:

Behavioral Goals
Systems Approach
Teaching Procedures
Task Analysis
Systems Analysis
Educational Strategies

SUBJECT CONTENT: The book is about how to find solutions to problems of human performance. Sometimes the solution is to provide information. However, when a person does not know how and still doesn't perform, teaching or exhortation will not solve the problem. The authors describe a procedure for analyzing and identifying the nature and cause of performance problems of this type. A series of questions and checklist for each step of the analysis is provided. A total flowchart is presented describing the entire process of analyzing performance problems and then is broken down chapter by chapter into its component parts with diagrams, checklist procedures, and review of preceding chapter concepts.

COMMENT:

CLASSIFICATION

05 . _____ 01 . 01 _____ . _____

_____ . _____ _____ . _____ _____ . _____

AUTHOR: Martin, Dorothy R.

CORPORATE AUTHOR:

TITLE: An Analysis of Personality Patterns of Women in Selected Professions. Final Report (E D 038 714)

PRICE: MF .65 **DATE:** March, 1970 80 **PAGE(s)**
HC $3.29

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION: Employment Qualifications
Task Analysis
Adults

SUBJECT CONTENT: The need for adequate knowledge of the personality patterns associated with professional competence, especially that of women professionals, spurred the authors to study this relationship, using 221 professional women as subjects. The sujects, professionals from nine different occupations, were administered the Wechsler Adult Intelligence Scale from which the patterning of sub-test scores provides the basis for the Gittinger Personality Assessment System. Primary emphasis was placed on the development of stable reference groups based on the complex interaction of personality assessment system variables. It is suggested that the pattern derived from the largest reference group, the professional generalists, could prove advantageous in university career counseling for women.

COMMENT:

CLASSIFICATION

05. 06. 07.

AUTHOR: Northcutt, Norvell W. and Nina Selz

CORPORATE AUTHOR:

TITLE: The Adult Performance Level Study; A Research Project for the Development of Performance Levels from Pragmatic Adult Literacy Objectives (EG 0-71-3596--324)

PRICE:

DATE: January, 1973

261 **PAGE(s)**

SOURCE: The University of Texas
Austin, Texas

MEDIA: Report

ORIENTATION:

Adult Development
Adult Basic Education
Task Performance
Manpower Utilization Program
Job Analysis
Systems Analysis

SUBJECT CONTENT: The APL Study is an attempt to operationally define literacy in terms of the skills (reading, writing, and computation) and knowledges needed to be proficient in certain areas of need which have been identified as being important for survival in our society. In its limited way, the APL Study is an attempt to define "functional" literacy in terms of observable behaviors in certain skills relating to a set of needs which have been tentatively identified as being important to "success" in adult life.

COMMENT:

CLASSIFICATION

05 . 06 . 04 .

03 .

AUTHOR:

CORPORATE AUTHOR: Phi Delta Kappa, Inc.

TITLE: Phi Delta Kappan

PRICE: **DATE:** January, 1974 368 **PAGE(s)**

SOURCE: Phi Delta Kappa, Inc.
8th & Union Streets
Bloomington, Indiana 47401

MEDIA: Journal

ORIENTATION: Competency-Based Teacher Education

SUBJECT CONTENT: A special issue on competency-based teacher education. Selections include: Will the C/PBTE Be Fulfilled? The National Commission on Performance-Based Education. CBTE: The Ayes of Texas; CBTE: The Nays of Texas. The Changing Base of Performance-Based Teaching. Confusion Between Norm-Referenced and Criterion-Referenced Measurements and others.

COMMENT:

CLASSIFICATION

05 . 01 06 . 01

AUTHOR: Roueche, John E.

CORPORATE AUTHOR:

TITLE: Catching Up: Remedial Education

PRICE: $7.75 **DATE:** April, 1973 **PAGE(s)**

SOURCE: Jossey-Bass, Inc., Publishers
615 Montgomery Street
San Francisco, California 94111

MEDIA: Book

ORIENTATION:

Remedial Education	Career Change
Developmental Tasks	Non-traditional Student

SUBJECT CONTENT: Open door admissions and national commitment to higher educational opportunities for all have produced new, high-risk students. Special remedial courses are usually necessary to help these students stay in college and raise them to the level where they can enter regular programs. The authors prove that high-risk students can be helped to learn. They show how new programs can be effectively set up and implemented; they provide realistic examples for study and analysis; and they offer specific recommendations for changing and improving remedial education.

COMMENT:

CLASSIFICATION

05.	05. 01	05. 02

AUTHOR: Trimble, W.B.S.

CORPORATE AUTHOR:

TITLE: "Rabid Innovators: The Behavioral Objectivists." Community College Review, Volume 1, No. 2

PRICE: **DATE:** July/August, 1973 5 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:
Training
Behavioral Objectives
Systems Approach
Systems Analysis
Curriculum

SUBJECT CONTENT: The author discusses the misuse of the individualized instructional, behavioral objective approach to curriculum. He suggests that one must understand the psychology behind the development of behavioral objectives, and also their limitations. He suggests that behavioral objectives need to be used with caution depending upon the individual situation in which the teacher is involved.

COMMENT:

[illegible]

06.

Training

CLASSIFICATION

06 . 05　　06 . 02　　02 . 01

04 .

AUTHOR: Allen, Robert

CORPORATE AUTHOR:

TITLE: Black Awakening in Capitalist America

PRICE:　　DATE: 1969　　251 PAGE(s)

SOURCE: Doubleday and Company, Inc.
Garden City, N.Y.

MEDIA: Book

ORIENTATION:

Adult Counseling
Counseling Effectiveness
Adult Learning
Intellectual Development
Human Development
Social Responsibility
Career Planning

SUBJECT CONTENT: Social context of Black power; Black nationalism; Black liberation; Corporate Imperialism; Capitalism.

COMMENT:

CLASSIFICATION

06 . ________ ____ . ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR: Andoff, John E.

CORPORATE AUTHOR:

TITLE: "Canada's Move Toward Occupational Analysis." Junior College Placement, Volume 30, No. 1

PRICE: **DATE:** Oct. - Nov., 1969 4 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:
Task Analysis
Counseling Services

SUBJECT CONTENT: In answer to the need for in-depth manpower research and better counseling and placement services, Canada developed a multi-purpose occupational dictionary scheduled to be completed in 1971.

COMMENT:

790

CLASSIFICATION

06.05 06.02 02.01

04.

AUTHOR: Bailey, Ronald W. (editor)

CORPORATE AUTHOR:

TITLE: Black Business Enterprise

PRICE: **DATE:** 1971 **PAGE(s)**

SOURCE:

MEDIA: Book

ORIENTATION:

Counseling Effectiveness	Adult
Social Responsibility	Adult Learning
Human Development	Adult Counseling
Career Education	

SUBJECT CONTENT: Black business enterprise--reflections on its history and future development. Evolution of Negro business. Roots of the integrationist-separatist dilemma. Negro Business: Myth and Fact; Black Economy. Limits of Black Capitalism.

COMMENT:

CLASSIFICATION

06 . 05 06 . 02 02 . 01

AUTHOR: Chametaky, Jules

CORPORATE AUTHOR:

TITLE: Black and White in American Culture

PRICE: **DATE:** 1969 478 **PAGE(s)**

SOURCE: University of Massachusetts Press

MEDIA: Book

ORIENTATION:

Adult Counseling
Human Development
Adult Learning
Social Responsibility
Intellectual Development

SUBJECT CONTENT: An anthology from The Massachusetts Review, a quarterly of literature, the arts and public affairs.

COMMENT:

CLASSIFICATION

06 . ______ 06 . 01 07 . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Cohen, Arthur M. and Associates

CORPORATE AUTHOR:

TITLE: A Constant Variable

PRICE: DATE: 1971 229 PAGE(s)

SOURCE: Jossey-Bass Inc., Publishers
615 Montgomery Street
San Francisco, California

MEDIA: Book

ORIENTATION:

Career Education	Community College
Guidance Programs	Social Services
Adult Education	Pupil Personnel Services

SUBJECT CONTENT: This book examines the community college movement in a unique way. The authors distill the research applicable to a specific facet of the community college--the institution itself, the students, the faculty, the administration, teaching methods, curriculum design, special problems and their own insights. The book is a more practical than a critical survey of the literature, yet better documented and more thoroughly substantiated than most studies of the community college. The book is divided into the following sections: (1) the institution; (2) the people; (3) the processes; (4) appendix, bibliography, index.

COMMENT:

CLASSIFICATION

06 . 06

03 .

AUTHOR: Cotter, Jude T.

CORPORATE AUTHOR:

TITLE: Computerized Evaluation of Individual State Modules: Appalachian ABE Demonstration Center

PRICE:

DATE: 1970

35 **PAGE(s)**

SOURCE: Morehead State University
Morehead, Kentucky

MEDIA: Report

ORIENTATION:

Manpower Utilization
Adult Education
Adult Learning
Manpower Utilization Program

SUBJECT CONTENT: This report is a summary of findings and an analysis of data gathered from a May, 1969 meeting of 8 of 14 state modules of the Appalachian ABE Demonstration Center. A statement of research needs, financial status and progress is provided. Graphs and computer print-out data are also included.

COMMENT:

794

CLASSIFICATION

06.______ 01.______ ___.______

___.______ ___.______ ___.______

AUTHOR: Dameron, Joseph D.

CORPORATE AUTHOR:

TITLE: The Preparation of Guidance Associates and Professional Counselors Within the Framework of a Competency-Based Program

PRICE: **DATE:** **PAGE(s)**

SOURCE: The College of Education
North Texas State University
Denton, Texas 76204

MEDIA: Program

ORIENTATION: Counselor training (preservice)

SUBJECT CONTENT: The development of a career ladder for guidance personnel; programs designed to train guidance personnel to do different tasks with varied levels of skill involved.

COMMENT:

CLASSIFICATION

06 . 05

06 . 02

02 . 01

AUTHOR: Davis, John Preston

CORPORATE AUTHOR:

TITLE: The American Negro Reference Book

PRICE:

DATE: 1966

969 **PAGE(s)**

SOURCE:

MEDIA: Book

ORIENTATION:

Adult Counseling

Adult Learning

Manpower Utilization

Intellectual Development

Social Responsibility

SUBJECT CONTENT: Black Reference Resource

COMMENT:

CLASSIFICATION

06.05 06.02 02.01

AUTHOR: Hauser, Stewart T.

CORPORATE AUTHOR:

TITLE: Black and White Identity Formation

PRICE: DATE: 1971 PAGE(s)

SOURCE:

MEDIA: Book

ORIENTATION: Adult Counseling; Adult Learning; Social Responsibility; Human Development; Intellectual Development

SUBJECT CONTENT: Psychology Identity; Socially Handicapped Children--Attitudes; Negroes- Psychology; Adolescent Boys

COMMENT:

CLASSIFICATION

06 . ______ 04 . 01 ______ . ______

______ . ______ ______ . ______ ______ . ______

AUTHOR: Jackson, Vivian C.

CORPORATE AUTHOR:

TITLE: Task Analysis: A Systematic Approach to Designing New Careers Programs (ED 064 557)

PRICE: **DATE:** 1971 119 **PAGE(s)**

SOURCE:

MEDIA: ERIC

ORIENTATION:

Task Analysis
Systems Approach
Task Performance
Career Development

SUBJECT CONTENT: This guide presents the primary approaches, tools, and techniques utilized by the New Careers Training Laboratory (NCTL) staff to provide skills in training and to conduct agency task analyses. Much of the technical information has been taken from an earlier NCTL publication by Tita Beal, A New Careers Guide for Career Development Officers, which was developed primarily for community action agency personnel.

COMMENT: Document not available from EDRS

CLASSIFICATION

06 . 06

AUTHOR: Kruger, Stanley W.

CORPORATE AUTHOR:

TITLE: "Accountability and the Educational Program Auditor." _Planning and Changing_, Volume 1, No. 3

PRICE:

DATE: October, 1970

4 / **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:

- Educational Counseling
- Guidance Programs
- Counseling Programs
- Educational Strategies

SUBJECT CONTENT: A suggestion for promoting educational accountability is educational program auditing. The role of the auditor is the key person in the application of this new concept.

COMMENT:

CLASSIFICATION

06 . 05 06 . 02 02 . 01

AUTHOR:

CORPORATE AUTHOR: U. S. Bureau of Labor Statistics

TITLE: "Black Americans." Bureau of Labor Statistics: Bulletin 1699
(Stock No. 2901-0650)

PRICE: $1.25 **DATE:** 1971 **PAGE(s)**

SOURCE: U. S. Government Printing Office
Superintendent of Documents
Washington, D.C. 20402

MEDIA: Book

ORIENTATION:

Adult Counseling	Adult Learning
Human Development	Intellectual Development
Social Responsibility	Manpower Uitilization

SUBJECT CONTENT: This is a chartbook portraying statistical data for the progress and problems of Blacks in recent years, as they advance toward full equality with the white majority. The statistical data covers the following areas: (1) migration and population; (2) employment and unemployment; (3) income; (4) poverty; (5) family; (6) vital statistics and health; (7) housing; (8) crime; (9) citizenship; and (10) projections.

COMMENT:

800

CLASSIFICATION

06 . ______ 04 . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR:

CORPORATE AUTHOR:

TITLE: Occupational Manpower and Training Needs, Bulletin No. 1701

PRICE: **DATE:** 1971 **PAGE(s)**

SOURCE: Government Printing Office
Washington, D. C.

MEDIA: Book

ORIENTATION: Manpower Utilization Training
Educational Strategies Labor Education

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

06.06

AUTHOR: O'Hare, Robert W. and Barbara Lasser

CORPORATE AUTHOR:

TITLE: Evaluating Pupil Personnel Programs, Monograph 2

PRICE: Members: $2.50 **DATE:** 1971 97 **PAGE(s)**
Others: $3.50
SOURCE: California Personnel and Guidance Association
654 East Commonwealth Avenue
Fullerton, California 92631
MEDIA: Monograph Series

ORIENTATION: Pupil Personnel Services

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

06 . 05

06 . 02

02 . 01

AUTHOR: Pinkney, Alphonso

CORPORATE AUTHOR:

TITLE: Black Americans

PRICE:

DATE: 1969

PAGE(s)

SOURCE:

MEDIA: Book

ORIENTATION:
Adult Counseling
Adult Learning
Manpower Utilization
Social Responsibility
Intellectual Development

SUBJECT CONTENT: Black history, Bibliography

COMMENT:

CLASSIFICATION

06 . 01   06 . 04   ___ . ______

___ . ______   ___ . ______   ___ . ______

AUTHOR: Sawyer, Horace W.

CORPORATE AUTHOR:

TITLE: "Adjustment: A Systems Approach." Journal of Rehabilitation, Volume 38, No. 4

PRICE: DATE: 3 PAGE(s)

SOURCE:

MEDIA: Journal

ORIENTATION: Systems Approach
Vocational Adjustment

SUBJECT CONTENT: A systems approach, properly applied in assisting a handicapped individual to readjust to his environment, can be characterized by involvement and communication.

COMMENT:

804

CLASSIFICATION

06 . 06

AUTHOR: Schwartz, Ron

CORPORATE AUTHOR:

TITLE: "Accountability: Special Editorial Report." Nation's Schools, Volume 85, No. 6

PRICE: **DATE:** June, 1970 1 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION: Systems Approach

SUBJECT CONTENT: Emphasis is on what comes out of the school, not on what goes in. Focus is on accountability.

COMMENT:

CLASSIFICATION

06 . ______ 01 . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Seabright, Carol L.

CORPORATE AUTHOR:

TITLE: Bibliography for Curriculum Development in Counseling Skills for the Helping Professions

PRICE: **DATE:** August, 1972 77 **PAGE(s)**

SOURCE: Human Resources Research Organization
300 North Washington Street
Alexandria, Virginia 22314

MEDIA: Book

ORIENTATION: Compiliation of bibliographic material gathered during an evaluation, undertaken by Hum RRO for the U.S. Department of Labor, of a special USTES Counselor Training Program.

SUBJECT CONTENT: Citations listed in alphabetical order by author, including books, journals and articles within journals. They are then cross-referenced by number according to subject area.

COMMENT: Only bibliographic information of document is given. No evaluation or comment regarding contents.

CLASSIFICATION

06 . 01 06 . 03 06 . 06

AUTHOR: Shearon, Ron W. and Robert G. Templin, Jr.

CORPORATE AUTHOR:

TITLE: "The Debate Over Behavioral Objectives: A Call for Bringing the Learner into the Matter of Learning." Community College Review, Volume I, No. 3

PRICE: **DATE:** Fall, 1973 8 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:

Adult Education	Learner Involvement
Developmental Tasks	Behavioral Objectives

SUBJECT CONTENT: The authors discuss the issue of whether properly stated behavioral objectives significantly increase students learning as opposed to traditional methods of instruction. The review of literature indicated that one finds little support for either side of the debate to indicate that behavioral objectives do or do not facilitate learning. The main point is that any type of learning experience, including those which utilize behavioral objectives, must be perceived by the learner as being relevant to his personnel needs, aspirations and goals before any significant gains in the facilitation of learning will be demonstrated.

COMMENT:

CLASSIFICATION

06 . 06 04 . 03

AUTHOR:

CORPORATE AUTHOR:

TITLE: The Work Sample: Reality-Based Assessment of Vocational Potential (ED 056 241)

PRICE:

DATE: March, 1971

152 **PAGE(s)**

SOURCE:

MEDIA: ERIC

ORIENTATION:
Curriculum
Educational Strategies

SUBJECT CONTENT: Developed as a handbook, this document is intended to serve as a technical guide for establishing vocational evaluation units as a means of screening minorities for successful job placement and fulfillment. In the proposed vocational evaluation units, the potential employee used the tools, materials, and equipment of a given occupation in a simulated work atmosphere, and is evaluated solely on these work samples.

COMMENT: Document not available from EDRS

CLASSIFICATION

06 . 04

AUTHOR: Uilery, William J.

CORPORATE AUTHOR:

TITLE: Development and Evaluation of an Experimental Curriculum for the New Quincy (Mass.) Vocational-Technical School. Project ABLE, Final Report (ED 048 492)

PRICE: MF .65
HC $6.58

DATE: September, 1970

163 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION: Curriculum
Systems Approach

SUBJECT CONTENT: Project ABLE, a systems approach to occupational education, was conducted (1) to demonstrate increased effectiveness of instruction whose content is derived from analysis of desired behaviors after graduation, and (2) to apply newly developed educational technology to the design, conduct, and evaluation of vocational education. Project ABLE has made major contributions in terms of potential national significance and application in the areas of individualized instruction, student evaluation, and program evaluation.

COMMENT:

CLASSIFICATION

06 . 04 07 .

AUTHOR: Walter, Dick

CORPORATE AUTHOR:

TITLE: An Overview of Computer-Assisted Instruction for Adult Educators (ED 033 611)

PRICE: MF .65
HC $3.29 **DATE:** July 28, 1969 27 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland, 20014

MEDIA: ERIC

ORIENTATION:
Teaching Procedures
Counseling Services
Instructional Systems

SUBJECT CONTENT: After a detailed history and definition of computer-assisted instruction (which identifies drill and practice, tutorial, and problem-solving activities as comprising CAI), the development and implementation of a college level computer based multimedia physics course is described as an example of tutorial activities in CAI for those interested in applying CAI to adult education. Special emphsis is placed on the base line student, performance information, multimedia, materials, staff differentiation, field tests, a systems approach, and cost effectiveness plans.

COMMENT: Paper presented to the National Institute for Adult Basic Education, North Carolina State University, Raleigh, July 28, 1969.

[illegible]

07

Adulthood

CLASSIFICATION

07. ________ ____.________ ____.________

____.________ ____.________ ____.________

AUTHOR: Adoff, Arnold

CORPORATE AUTHOR:

TITLE: Black on Black: Commentaries by Negro Americans

PRICE: **DATE:** 1970 **PAGE(s)**

SOURCE: Macmillan Publishing Company
866 Third Avenue
New York, N.Y. 10022

MEDIA: Book

ORIENTATION: Human Development
Social Change

SUBJECT CONTENT: Addresses, Essays, Lectures on Negro History and Moral and Social Conditions, Black Authors in American Literature.

COMMENT:

CLASSIFICATION

07 . ________ 03 . ________ 02 . ________

___ . ________ ___ . ________ ___ . ________

AUTHOR: Allen, Lindley S.

CORPORATE AUTHOR:

TITLE: "Counseling Adults Poses Different Problems than Counseling Day Students." The Personnel and Guidance Journal, XLI

PRICE: DATE: February, 1964 2 PAGE(s)

SOURCE:

MEDIA: Journal

ORIENTATION:
Adult Development
Counseling Adults
Adult Learner

SUBJECT CONTENT: Allen discusses the importance of the initial contact the student makes with the counselor. The counselor is usually the first person the student comes in contact with on his return to school. The impression the counselor makes, his method of conducting an interview, the concern he expresses for each individual's case, may be the key to whether a returning student makes a successful "comeback" in school.

COMMENT:

CLASSIFICATION

07 . ____ 03. ____ 04 . ____

____ . ____ ____ . ____ ____ . ____

AUTHOR: Aragon, J. A. and S. R. Ulibarri

CORPORATE AUTHOR:

TITLE: "Learn, Amigo, Learn." Personnel and Guidance Journal, Volume 50, No. 1

PRICE: DATE: 1971 2 PAGE(s)

SOURCE: American Personnel and Guidance Association
1607 New Hampshire Avenue
Washington, D.C. 20009

MEDIA: Journal

ORIENTATION: Adult Learner
Human Development

SUBJECT CONTENT: Authors relate their thoughts about ethnic conflicts in general. They confront guidance personnel with their dealings with culturally different clients.

COMMENT:

CLASSIFICATION

07 . ______ 03 . ______ 04 . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Austin, H., N. Suniewick, and S. Dweck

CORPORATE AUTHOR:

TITLE: Women: A Bibliography on Their Education and Careers

PRICE: **DATE:** 1971 **PAGE(s)**

SOURCE: Human Service Press
Washington, D.C.

MEDIA: Book

ORIENTATION: Listing of selected references
Women's Education
Working Women

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

814

CLASSIFICATION

07 . 03 . 02 .

AUTHOR: Axford, Roger W.

CORPORATE AUTHOR:

TITLE: Adult Education: The Open Door

PRICE: **DATE:** 1969 247 **PAGE(s)**

SOURCE: International Textbook Company
Scranton, Pennsylvania

MEDIA: Book

ORIENTATION: Introduction to adult and continuing education field
Adult Learning
Adult Counseling

SUBJECT CONTENT: The Background of the Adult Education Movement; Some Adult Education Pioneers; A Philosophy for Adult Education; Counseling Adult Learners; Programming and Evaluation.

COMMENT:

CLASSIFICATION

07 . 02 07 . 03 02 .

AUTHOR: Barbier, Marietta N.

CORPORATE AUTHOR:

TITLE: "Counseling for Mature Women." Adult Leadership, Volume 20, No. 5

PRICE: **DATE:** November, 1971 3 **PAGE(s)**

SOURCE: Adult Education Association of the U.S.A.
810 - 18th Street, N.W.
Washington, D.C. 20006

MEDIA: Journal

ORIENTATION: Adult Counseling Working Women Women's Education
Exploration of the needs and problems of the growing group of intelligent, educated and middle-aged women in our society.

SUBJECT CONTENT: Counseling assistance, Obstacles, the Counselor's part, the Community's part.

COMMENT:

CLASSIFICATION

07 . ______ 04 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Barclay, D. J. (editor)

CORPORATE AUTHOR:

TITLE: Notes on the Future of Education, Volume 11, Issue 3

PRICE: DATE: Summer, 1971 28 PAGE(s)

SOURCE: Education Policy Research Center at Syracuse
1206 Harrison Street
Syracuse, New York 13210

MEDIA: Periodical (quarterly)

ORIENTATION: Post secondary education: Where do we go from here?
Educational Strategies Adult Learner
Social Change

SUBJECT CONTENT: The "New" Domain of Post-Secondary Education (Stanley Moses); On the Growth and Financing of Post-Secondary Education: Who Pays, Student or Taxpayer? (James C. Byrnes); A Lottery System for Higher Education (Laurence B. DeWitt); Credentialism in our Ignorant Society (Michael Marien); Campus Disaffection, Present and Future (A. Dale Tussing); Breaking the System: The Redistribution of Educational and Non-Educational Goods (Thomas F. Green); New Policy Directions for Post-Secondary Education (Warren L. Ziegler).

COMMENT:

CLASSIFICATION

07 . ______ 03 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Baskin, Samuel

CORPORATE AUTHOR:

TITLE: University Without Walls: First Report

PRICE: **DATE:** **PAGE(s)**

SOURCE: The Union for Experimenting Colleges and Universities
Antioch College
Yellow Springs, Ohio

MEDIA: Pamphlet

ORIENTATION: Alternative forms of higher education
Adult Learner

SUBJECT CONTENT: A first report: beginnings; the participating institutions; planning process; getting under way; selection of students; UWW program; how it works; current developments; award of the degree; research on the program; UWW and the minority group student; spin-offs and other ideas; costs.

COMMENT: The UWW Program began in Fall 1971, geared toward students 16 years and older.

CLASSIFICATION

07 . ______ 02 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Bischof, Ledford J.

CORPORATE AUTHOR:

TITLE: Adult Psychology

PRICE: DATE: 1969 310 PAGE(s)

SOURCE: Harper and Row, Publishers, Inc.
49 East 33rd St.
New York, New York, 10016

MEDIA: Book

ORIENTATION: An investigation in summary form of various facets of adult psychology.
Adult Counseling

SUBJECT CONTENT: Maturity, self-image, marital status, parents and family, vocations and avocations, friends and fellow citizens, the body, brain and behavior.

COMMENT:

CLASSIFICATION

07.

AUTHOR: Borow, Henry

CORPORATE AUTHOR:

TITLE: Man In a World at Work

PRICE:

DATE: 1964

PAGE(s)

SOURCE:
Houghton-Mifflin Co.
2 Park St.
Boston, Massachusetts 02107

MEDIA: Book

ORIENTATION:
Social Change
Adults
Manpower Utilization

SUBJECT CONTENT: Current thinking on the nature of vocational guidance, the meaning of the human work experience, the relationship of the individual to the labor force, and research and practice in vocational guidance.

The Roots of Vocational Guidance; The Occupational Kaleidoscope: Vistas of Man at Work; Research Horizons; The Professional Practice of Vocational Guidance.

COMMENT:

CLASSIFICATION

07 .

AUTHOR: Brown, Dee

CORPORATE AUTHOR:

TITLE: Bury My Heart at Wounded Knee: An Indian History of the American West

PRICE:

DATE: 1971

PAGE(s)

SOURCE: Holt, Rinehart and Winston

MEDIA: Book

ORIENTATION:

Human Development
Social Change

SUBJECT CONTENT: In-depth study of American history in relation to native American Indians before and after the intrusion by the white man.

COMMENT:

CLASSIFICATION

07.02 03.

AUTHOR: Brown, Thomas E.

CORPORATE AUTHOR:

TITLE: The Middle-Life Search for Vocation

PRICE: **DATE:** 1972 19 **PAGE(s)**

SOURCE: Lancaster Career Development Center
561 Collete Avenue, P.O. Box 1529
Lancaster, Pennsylvania 17604

MEDIA: Paper

ORIENTATION: Mid-life vocational counseling
Middle aged adults
Career change

SUBJECT CONTENT: An evaluation and consulting process which involves the individual in an intensive look at his practiced abilities, ability potentials, personality characteristics, values and motivations, work satisfaction needs, physical health and environmental realities.

COMMENT: Presented at the American Personnel and Guidance Association, March, 1972

CLASSIFICATION

07. 03	02.	03.

AUTHOR: Buckley, Mary

CORPORATE AUTHOR:

TITLE: "Counseling the Aging." The Personnel and Guidance Journal, Volume 50, No. 9

PRICE: **DATE:** May, 1972 4 **PAGE(s)**

SOURCE: American Personnel and Guidance Association
1607 New Hampshire Avenue
Washington, D. C. 20009

MEDIA: Journal

ORIENTATION:
Adult Development
Adult Learner
Counselor

SUBJECT CONTENT: Article focuses on aged and points out that personal growth and creative living do not end with the beginning of retirement.

Description of author's counseling style with the aging, which is designed to provide an atmosphere of understanding and sharing in order to foster growth.

COMMENT:

CLASSIFICATION

07. __________ ____.__________ ____.__________

____.__________ ____.__________ ____.__________

AUTHOR: Burma, John H.

CORPORATE AUTHOR:

TITLE: Mexican-Americans in the U. S.

PRICE: DATE: 1970 PAGE(s)

SOURCE: Schenkman Co., Inc.

MEDIA: Book

ORIENTATION: Human Development
Social Change

SUBJECT CONTENT: A number of studies concerning Mexican-Americans. Authors are "purposely" both Anglos and Mexican-Americans. Variety of views, perspectives are included.

General Characteristics, Prejudice and Discrimination, Inter-Minority Relations, Education, Economics, Family and Religion, Social and Political Behavior, Health, Class and Status, Acculturation and Assimilation, Spanish-Americans and Puerto Ricans

COMMENT:

CLASSIFICATION

07 . ______ 02 . ______ 01 . ______

04 . ______ ___ . ______ ___ . ______

AUTHOR:

CORPORATE AUTHOR: Business and Professional Women's Foundation

TITLE: Career Counseling: New Perspectives for Women and Girls

PRICE: DATE: PAGE(s)

SOURCE: Business and Professional Women's Foundation
2012 Massachusetts Avenue, N.W.
Washington, D.C. 20036

MEDIA: Book

ORIENTATION: Listing of selected references
Working Women Women's Education
Counselors

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

07 . 03 . 04 .

AUTHOR: Campbell, D. P. and L. W. Harmon

CORPORATE AUTHOR:

TITLE: Vocational Interests of Non-Professional Women

PRICE: **DATE:** 1968 **PAGE(s)**

SOURCE: U. S. Department of Health, Education and Welfare
Washington, D.C.

MEDIA:

ORIENTATION: Working Women
Women's Education

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

826

CLASSIFICATION

07 . ______ ____ . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Chinn, Thomas (editor)

CORPORATE AUTHOR:

TITLE: A History of the Chinese in California: A Syllabus

PRICE: **DATE:** **PAGE(s)**

SOURCE: Lawtors & Kennedy
Chinese Historical Society of America
San Francisco, California

MEDIA: Book

ORIENTATION: Human Development

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

07 . ______ 03 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Clement, W. and Jessie V. Stone Foundation

CORPORATE AUTHOR:

TITLE: Achievement Motivation Program

PRICE: **DATE:** 14 **PAGE(s)**

SOURCE: W. Clement and Jessie V. Stone Foundation
111 East Wacker Drive
Chicago, Illinois 60601

MEDIA: Pamphlet

ORIENTATION: Encourage Personal Motivation
Adult Learner

SUBJECT CONTENT: Information on numerous programs dealing with the following: Professional In-service, Junior High/High School/College Staff Development, Junior High/High School/Motivation Advance, Thoughts into Action--Primary, Thomas Self-Concept Value Test--Pre-school/Primary Basic "Achievement Motivation Program" information, including philosophy, rationale, concepts, developmental services and ordering information.

COMMENT:

CLASSIFICATION

07 . 02   04 . 02   04 . 04

AUTHOR: Collings, Kent J.

CORPORATE AUTHOR:

TITLE: The Second Time Around: Finding a Civilian Career in Mid-Life

PRICE: $5.75   DATE: 1971   PAGE(s)

SOURCE: The Carroll Press
43 Squantum St.
Cranston, Rhode Island 02920

MEDIA: Book

ORIENTATION: Adult
Career Change

SUBJECT CONTENT: Employment of retired military personnel in the U.S.

COMMENT:

CLASSIFICATION

07. 02 04. 02 04. 04

AUTHOR:

CORPORATE AUTHOR: U.S. Department of Defense

TITLE: Target--Tomorrow: Second Career Planning for Military Retirees (ED 069 958)

PRICE: MF .65
HC $3.29

DATE:

95 PAGE(s)

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:

Adult	Career Change
Career Planning	Military Personnel
Vocational Adjustment	

SUBJECT CONTENT: Intended for the career serviceman, this booklet attempts to provide the retiree with workable solutions to his own retirement situation and to assist him in resolving the transition between military and civilian life. The four steps the serviceman must take in approaching second career employment are given as follows: (1) review his experience, (2) develop his civilian employment objectives, (3) prepare for his job search, and (4) negotiate for his employment.

COMMENT:

CLASSIFICATION

07 . 02

02 .

AUTHOR: Dolan, Eleanor F. and Others

CORPORATE AUTHOR: American Association of University Women
Washington, D.C.

TITLE: Counseling Techniques for Mature Women. Report of the Adult Counselor Program (June 14-August 6, 1965)
(ED 014 106)

PRICE: MF .65
HC $16.45

DATE: July 31,1966

454 **PAGE(s)**

SOURCE: ERIC Document Reproduction, Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION: Adult Counseling
Human Development

SUBJECT CONTENT: Report of project which determined successful counseling techniques and the length of time necessary to prepare employment counselors to work with women 35 to 54 years old, and presents a guide to help others interested in such a program.

Comparisons with men and women of other age groups, principles basic to counseling, conclusions from taped interviews, occupational and related information, health, relevant legislation and volunteer jobs.

COMMENT:

CLASSIFICATION

07.______ 01.______ ___.______

___.______ ___.______ ___.______

AUTHOR: Drucker, Peter F.

CORPORATE AUTHOR:

TITLE: The Age of Discontinuity--Guidelines to Our Changing Society

PRICE: **DATE:** 1968 402 **PAGE(s)**

SOURCE: Harper and Row Publishers, Inc.
49 East 33rd Street
New York, N.Y. 10016

MEDIA: Book

ORIENTATION: Focus on new forces that are creating tomorrow's society.
Social Change Instructional Processes

SUBJECT CONTENT: The Knowledge Technologies; From International to World Economy; A Society of Organizations; The Knowledge Society.

COMMENT:

CLASSIFICATION

07. ____ 04. ____ 03. ____

____.____ ____.____ ____.____

AUTHOR: Farmer, H.S. and M. J. Bohn

CORPORATE AUTHOR:

TITLE: "Home Career Conflict Reduction and the Level of Career Interest in Women." Journal of Counseling Psychology, Volume 17, No. 3.

PRICE: **DATE:** 1970 5 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:
Working Women
Women's Education
Housewives

SUBJECT CONTENT: The effect of home-career conflict on the level of women's vocational interests, as measured by the Strong Vocational Interest Blank for Women (SVIB-W), was investigated.

COMMENT:

CLASSIFICATION

07 . ______ 04 . ______ 02 . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Fogarty, Michael P., Rhona Rappoport, and Robert N. Rapoport

CORPORATE AUTHOR:

TITLE: Sex, Career and Family: Including an International Review of Women's Roles

PRICE: **DATE:** 1972 580 **PAGE(s)**

SOURCE: Sage Publishers
Beverly Hills, California

MEDIA: Book

ORIENTATION: Review of male sexist discrimination in the world of work and in the family.
Social Change Working Women

SUBJECT CONTENT: Special problem of women's promotion to top jobs. Reviews the experience of both East European and Western Countries, noting that the major issue in the West is no longer discrimination per se but rather is positive methods (affirmative action) for making it possible for women to achieve top positions. Studies of family and work careers from the women's point of view. Occupational prospects for women from the employers' point of view. Conclusions and policy recommendations.

COMMENT:

CLASSIFICATION

07 .

01 .

AUTHOR: Franklin, E. Frazier

CORPORATE AUTHOR:

TITLE: The Negro Family in the United States

PRICE:

DATE: 1966

372 PAGE(s)

SOURCE: University of Chicago Press
Chicago, Illinois

MEDIA: Book

ORIENTATION: Human Development
Social Change

SUBJECT CONTENT: Presentation of the natural history of the Negro family.

COMMENT:

CLASSIFICATION

07 . ____ 03 . ____ ____ . ____

____ . ____ ____ . ____ ____ . ____

AUTHOR: Friedan, Betty

CORPORATE AUTHOR:

TITLE: The Feminine Mystique

PRICE: **DATE:** 1963 **PAGE(s)**

SOURCE: Dell
New York, N.Y.

MEDIA: Book

ORIENTATION: Documented study of the dissatisfaction many women experience with traditional female roles.
Working Women Housewives Women's Education

SUBJECT CONTENT: Surveys, studies, interviews and interpretations of such, of women and how they perceive themselves and their roles.

COMMENT:

CLASSIFICATION

07 . ________ ___ . ________ ___ . ________

___ . ________ ___ . ________ ___ . ________

AUTHOR: Fromm, Erich

CORPORATE AUTHOR:

TITLE: The Art of Loving

PRICE: .75¢ DATE: 1956 118 PAGE(s)

SOURCE: Harper and Row, Publishers, Inc.
10 East 53rd Street
New York, New York 10022

MEDIA: Book

ORIENTATION: Adult Development Developmental Tasks
Human Responsibility Social Responsibility

SUBJECT CONTENT: The author tries to depict the various aspects and ramifications of the importance of the concept of love as it applies to self, family, and society. He discusses the importance of love in relation to the individual and his self-concept. The book tries to show that love is not a sentiment which can be easily indulged in by anyone, regardless of the level of maturity reached by the individual. It wants to convince the reader that all attempts for love are bound to fail, unless the individual tries most actively to develop his total personality, so as to achieve a productive orientation; that satisfaction in individual love cannot be attained without the capacity to love one's neighbor, without true humility, courage, faith, and discipline.

COMMENT:

CLASSIFICATION

07 .

AUTHOR: Galarza, Ernesto

CORPORATE AUTHOR:

TITLE: Merchants of Labor: The Mexican Bracero Story

PRICE:

DATE: 1966

PAGE(s)

SOURCE: McNally

MEDIA: Book

ORIENTATION:
Social Change
Human Development

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

838

CLASSIFICATION

07 . ______ 04 . ______

AUTHOR:

CORPORATE AUTHOR: Government Printing Office

TITLE: Continuing Education Programs and Services for Women

PRICE: **DATE:** **PAGE(s)**

SOURCE: Government Printing Office
Superintendent of Documents
Washington, D.C. 20402

MEDIA: Booklet

ORIENTATION: State by state report of education programs for women interested in returning to school.

SUBJECT CONTENT: List of extension and continuing education programs available in each state aimed specifically at women interested in returning to school after years of being away from the classroom. Includes offerings in: refresher courses, counseling, noncredit courses and programs leading to bachelor's degree.

COMMENT:

CLASSIFICATION

07.

AUTHOR: Haley, A. (editor)

CORPORATE AUTHOR:

TITLE: Autobiography of Malcolm X

PRICE: DATE: 1966 PAGE(s)

SOURCE: Grove Press

MEDIA: Book

ORIENTATION: Human Development

SUBJECT CONTENT: Biography of a man who experienced all the negative aspects of being Black, being raised in a ghetto and earning a living illegally, who survived to become a great religious and political leader.

COMMENT:

840

CLASSIFICATION

07 . ______ 04 . ______ 03 . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Harmon, L.

CORPORATE AUTHOR:

TITLE: "Women's Interests... Fact or Fiction?" The Personnel and Guidance Journal, Volume 45, No. 9

PRICE: **DATE:** 1967 6 **PAGE(s)**

SOURCE: American Personnel and Guidance Journal
1607 New Hampshire Avenue
Washington, D.C. 20009

MEDIA: Journal

ORIENTATION:
Working Women
Housewives
Women's Education

SUBJECT CONTENT: While attempting to increase the number of A and B+ scores on the women's SVIB by varying the composition of the criterion group on marital status, it was found that the desired effect was achieved by using a different item selection and weighing system from Strong's original one and not by varying the marital status of the criterion group. Explanation of tests and conclusions.

COMMENT:

CLASSIFICATION

07 . ________ ____ . ________ ____ . ________

____ . ________ ____ . ________ ____ . ________

AUTHOR: Henry, Jeanette

CORPORATE AUTHOR:

TITLE: Textbooks and the American Indian

PRICE: DATE: 1970 PAGE(s)

SOURCE: American Indian Historical Society

MEDIA: Book

ORIENTATION: Human Development
Social Change

SUBJECT CONTENT: Indians of North America--History and Textbooks

COMMENT:

CLASSIFICATION

07 . ______ 03 . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Johnson, T. Bradford and McKinley Dillingham

CORPORATE AUTHOR:

TITLE: "The Quest of the Black Man." Intellect, Volume 101, No. 2348

PRICE: DATE: March, 1973 5 PAGE(s)

SOURCE:

MEDIA: Journal

ORIENTATION: Adults Human Development
Social Change Social Responsibility
Developmental Tasks

SUBJECT CONTENT: The article discusses the role of the Black man in today's society and attempts to identify the family, sociological, economic, and psychological variables which influence, either directly or indirectly, the lifestyle of the individual. The authors state that the role and status of the Black lower-class male must be improved; his anger must be erased. His role can be improved by allocating him with responsibility, education, and job opportunities, which will result in increased motivation to achieve a growth of self-respect. To bring the traditional American ideal of a patriarchal society back into the lower-class Black home, the male role must be elevated, his past must be understood, and he must be granted a new beginning, free from oppression and discrimination.

COMMENT:

CLASSIFICATION

07 . ______ 03 . ______ 04 . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Keniston, E. and K. Keniston

CORPORATE AUTHOR:

TITLE: "An American Anachronism: The Image of Women and Work." American Scholar, Volume 33, No. 3

PRICE: DATE: 1964 20 PAGE(s)

SOURCE:

MEDIA: Journal

ORIENTATION: Working Women
Women's Education
Housewives

SUBJECT CONTENT: The unprecedented situation of American Women; from generation to generation, womanliness and work.

COMMENT:

CLASSIFICATION

07 . ______ 03 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Kidd, J.R.

CORPORATE AUTHOR:

TITLE: How Adults Learn

PRICE: **DATE:** 1969 324 **PAGE(s)**

SOURCE: Association Press
291 Broadway
New York, N.Y. 10007

MEDIA: Book

ORIENTATION: Introductory guidebook dealing with information in the area of adult learning.
Educational Strategies

SUBJECT CONTENT: Learning Throughout Life; The Adult Learner; Physical and Sensory Capacity; Intellectual Capacities; Feelings and Emotions; Motivations, Interest and Attitudes; Theories of Learning; The Environment for Learning--Forms and Devices; The Teaching-Learning Transaction; The Teacher in the Learning Transaction.

COMMENT:

CLASSIFICATION

07 . ______ 03 ______ 04 . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Kievit, Mary Bach

CORPORATE AUTHOR: Center for Vocational and Technical Education,
Ohio State University

TITLE: Review and Synthesis of Research on Women in the World of Work (ED 066 553)

PRICE: MF .65
HC $3.29 **DATE:** March, 1972 99 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:

Working Women	Adult Development
Career Ladders	Vocational Education
Vocational Counseling	Research Reviews

SUBJECT CONTENT: Materials dealing with gainful employment of women, opportunities for employment and advancement, and maximizing opportunities as a means of personal satisfaction and as a contribution to society, were reviewed from the international and national perspective, and as current trends and issues.

Recommendations for action for equal rights of women include: (1) increasing opportunities for developing vocational awareness in relation to aptitudes, abilities and interests, (2) improving counseling for career choice going beyond the feminine occupations, (3) recruiting girls into programs preparing for employment in a wider range of occupations and career ladders, (4) directing attention to preparation for the dual role of homemaker and employee.

COMMENT:

CLASSIFICATION

07 . ______ 04 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Kreps, J.

CORPORATE AUTHOR:

TITLE: Sex in the Market Place: American Women at Work

PRICE: DATE: 1971 117 PAGE(s)

SOURCE: Johns Hopkins Publishing Co.

MEDIA: Book

ORIENTATION: Human Development
Working Women

SUBJECT CONTENT: American Women at Work

COMMENT:

CLASSIFICATION

07. ______ 04. ______ 03. ______
02. ______ ___. ______ ___. ______

AUTHOR: Lewis, E. C.

CORPORATE AUTHOR:

TITLE: Developing Women's Potential

PRICE: **DATE:** 1968 **PAGE(s)**

SOURCE: Iowa State University Press
Ames, Iowa

MEDIA: Book

ORIENTATION: Adult Development Women's Education
Working Women Housewives

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

848

CLASSIFICATION

07 .

AUTHOR: Lifton, Robert (editor)

CORPORATE AUTHOR:

TITLE: The Woman in America

PRICE: DATE: 1964-65 PAGE(s)

SOURCE: Beacon Press

MEDIA: Book

ORIENTATION:

Human Development	Working Women
Housewives	Women's Education

SUBJECT CONTENT: Results of the Daedalus Conference on Women held at the House of the American Academy of Arts and Sciences.

COMMENT:

CLASSIFICATION

07 . ______ ___ . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Lincoln, C. Eric

CORPORATE AUTHOR:

TITLE: "A Look Beyond Matriarchy." Ebony, Volume 21, No. 10

PRICE: **DATE:** August, 1966 **PAGE(s)**

SOURCE: Ebony
1820 South Michigan Avenue
Chicago, Illinois 60616

MEDIA: Journal

ORIENTATION: Social Change
Human Development

SUBJECT CONTENT: Mother-dominated home is an obstacle to full acculteration.

COMMENT:

850

CLASSIFICATION

07 . ________ 02 . ________ 03 . ________

___ . ________ ___ . ________ ___ . ________

AUTHOR:

CORPORATE AUTHOR: National Association for Public Continuing and Adult Education

TITLE: "How Self-Concept Affects Adult Learning." Techniques for Teachers of Adults, Volume XIII, No. 8

PRICE: DATE: May, 1973 3 PAGE(s)

SOURCE: National Association for Public Continuing and Adult Education
1201 Sixteenth St., N.W.
Washington, D.C. 20036

MEDIA: Journal

ORIENTATION: Presentation of teaching techniques for teachers
Adult Counseling
Adult Learning

SUBJECT CONTENT: Self-concept and how to improve it; How to criticize without damaging self-concept; A survey of student attitudes; Student characteristics; Importance of teacher attitudes; Self-governance in ABE classes.

COMMENT:

CLASSIFICATION

07.03 04.99

AUTHOR: Parnes, Herbert S. and Others

CORPORATE AUTHOR:

TITLE: The Pre-Retirement Years: A Longitudinal Study Of The Labor Market Experience of Men, Volume 3 (ED 068 682)

PRICE: MF .65
HC $6.58
DATE: August, 1972
151 **PAGE(s)**

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION:

Older Adults	Vocational Adjustment
Labor Education	Systems Analysis

SUBJECT CONTENT: This is the third progress report on a five-year longitudinal study of the labor market experience of a national sample of middle-aged men. The subjects were interviewed for the first time in the summer of 1966 when they were between 45 and 59 years of age. Twelve months later they were re-interviewed. The five chapters of the report are: (1) changes in personal and family characteristics, (2) longitudinal measures of labor force participation, (3) job changes, (4) collective bargaining, and (5) summary and conclusions.

COMMENT:

CLASSIFICATION

07 . ______ 03 . ______ 04 . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR:

CORPORATE AUTHOR:

TITLE: "Post Secondary and Adult Curriculum Guide." Monograph Series V: Career Education

PRICE: $1.00 **DATE:** 1972 **PAGE(s)**

SOURCE: Bureau of Publications, School of Education
North Carolina State University
Raleigh, N.C. 27607

MEDIA: Monograph

ORIENTATION: Adult Learning
Career Education

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

CLASSIFICATION

07 . ______ 03. ______ ___.______

___.______ ___.______ ___.______

AUTHOR: Raines, Max R. and Gundar A. Myran

CORPORATE AUTHOR:

TITLE: "Community Services: Goals for 1980."
Junior College Journal, Volume 42

PRICE: **DATE:** April, 1972 3 **PAGE(s)**

SOURCE:

MEDIA: Journal

ORIENTATION:

Community Services	Adult Development
Adult Counseling	Guidance Programs

SUBJECT CONTENT: The counseling and guidance function is considered the heart of the student personnel program. It has been documented that student personnel services for adults are lacking with research and development of adult counseling programs being one of the major priorities. Raines and Myran feel that the adult guidance function must be well integrated into lifelong learning centers. Incorporation of the guidance function into the lifelong learning center would provide the immediate articulation that is needed for instruction.

COMMENT:

CLASSIFICATION

07 . ______ 03 . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Robbins, William A.

CORPORATE AUTHOR:

TITLE: "The Non-Traditional Young Adult Student." New Directions for Community Colleges: Understanding Diverse Students, Volume I, No. 3

PRICE: **DATE:** Autumn, 1973 9 **PAGE(s)**

SOURCE: Jossey-Bass, Inc., Publishers
615 Montgomery Street
San Francisco, CA 94111

MEDIA: Periodical (quarterly)

ORIENTATION: Adult Learning
Adult Drop-Outs

SUBJECT CONTENT: Community Colleges can offer exciting and satisfying programs for drop-outs, stop-outs, and shoved-outs if they adapt their traditional procedures creatively.

COMMENT:

CLASSIFICATION

07 . ______ 01 . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Robinson, Cecil

CORPORATE AUTHOR:

TITLE: With the Ears of Strangers: The Mexican in American Literature

PRICE: **DATE:** 1963 338 **PAGE(s)**

SOURCE: The University of Arizona Press

MEDIA: Book

ORIENTATION: Human Development
Social Change

SUBJECT CONTENT: American literature--history and criticism. Mexicans in literature, U.S. relations (general) with Mexico. Mexico relations (general) with the U.S.

COMMENT:

CLASSIFICATION

07 . 03 04 . 03 .

02 . . .

AUTHOR: Robinson, Phileon B., Jr.

CORPORATE AUTHOR:

TITLE: "Socio-Cultural Characteristics of Senior Citizen Participants in Adult Education Activities." Adult Leadership, Volume 20, No. 7

PRICE: **DATE:** January, 1972 30 **PAGE(s)**

SOURCE: Adult Education Association of the U.S.A.
810 - 18th Street, N.W.
Washington, D.C. 20006

MEDIA: Journal

ORIENTATION: Older Adults
Adult Counseling

SUBJECT CONTENT: General characteristics of respondents: residence, religion, age, sex and marital status, social contacts, income, health and medical care, employment, educational level, participants and non-participants in educational programs, implication.

Report on a study of Senior Citizens conducted recently in Utah County, Utah in order to obtain important data about the Senior Citizens in that county.

COMMENT:

CLASSIFICATION

07.

AUTHOR: Rose, Peter I.

CORPORATE AUTHOR:

TITLE: They and We: Racial and Ethnic Relations in the United States

PRICE: DATE: 1964 177 PAGE(s)

SOURCE: Random House

MEDIA: Book

ORIENTATION: Human Development
Social Change

SUBJECT CONTENT: Minorities, U.S.--Race Relations, Discrimination, and Bibliographies.

COMMENT:

CLASSIFICATION

07 . ______ ___ . ______ ___ . ______

___ . ______ ___ . ______ ___ . ______

AUTHOR: Samora, Julian (editor)

CORPORATE AUTHOR:

TITLE: La Raza: Forgotten Americans

PRICE: **DATE:** 1966 **PAGE(s)**

SOURCE: University of Notre Dame Press

MEDIA: Book

ORIENTATION: Human Development
Social Change

SUBJECT CONTENT: Spanish-Americans in the New Southwest. Bibliography.

COMMENT:

CLASSIFICATION

07 .	03 .	02 .
.	.	.

AUTHOR: Schletzer, Vera M. and Others

CORPORATE AUTHOR: Minnesota University Women's Continuing Education Advisory Committee

TITLE: Continuing Education for Women, A Five-Year Report of the Minnesota Plan, 1960-1965 (ED 012 430)

PRICE: MF .65
HC $3.29 DATE: June, 1967 87 PAGE(s)

SOURCE: ERIC Document Reproduction Service
Leasco Information Products, Inc., P.O. Drawer O
Bethesda, Maryland 20014

MEDIA: ERIC

ORIENTATION: Women's Education

SUBJECT CONTENT: Report of a pilot project, supported by the Carnegie Corporation, providing the flexible arrangements needed by women wishing to continue their education. Reveals need for re-evaluation of traditional university regulations, course offerings, guidance programs, and for an increased willingness by American society to use its resources of able and educated women.

Features include experimental liberal arts seminars, placement service, child care center, extensive counseling, small scholarships and undergraduate and communications programs.

COMMENT:

CLASSIFICATION

07 . ____ 05 . ____ ____ . ____

____ . ____ ____ . ____ ____ . ____

AUTHOR: Schrank, Robert

CORPORATE AUTHOR:

TITLE: The Young Workers: Their Influence on the Workplace,
Volume 516

PRICE: **DATE:** June, 1972 5 **PAGE(s)**

SOURCE: The Urban Review, Center for Urban Education
105 Madison Avenue
New York, N Y. 10016

MEDIA: Article

ORIENTATION: Adults Competencies
Social Change Manpower Utilization

SUBJECT CONTENT: Article states new work force, made up of the post WW II babies, is healthier and better educated than those of the past--also much more resistant to authority.

COMMENT:

CLASSIFICATION

07 .

AUTHOR: Skinner, B.F.

CORPORATE AUTHOR:

TITLE: Beyond Freedom and Dignity

PRICE: $1.95 **DATE:** 1971 215 **PAGE(s)**

SOURCE: Bantam Books, Alfred A. Knopf, Publishers
201 East 50th Street
New York, N. Y. 10022

MEDIA: Book

ORIENTATION:

Social Change
Human Development
Behaviorism
Social Responsibility
Human Behavior
Intellectual Development

SUBJECT CONTENT: The author presents a plan of psychological, sociological, and technological change to cope with a futuristic society. He discusses the various ramifications of the technology of behavior as it applies to present day and futuristic oriented societies. His social action plan is based on the principles of behaviorism as applied to a mass culture. The book is divided into the following sections: (1) a technology of behavior; (2) freedom; (3) dignity; (4) punishment; (5) alternatives to punishment; (6) values; (7) the evolution of a culture; (8) the design of culture; (9) what is man.

COMMENT:

862

CLASSIFICATION

07.

AUTHOR: Steiner, Stan

CORPORATE AUTHOR:

TITLE: The New Indians

PRICE: **DATE:** 1968 348 **PAGE(s)**

SOURCE: Harper and Row, Publishers, Inc.
49 East 33rd Street
New York, N.Y. 10016

MEDIA: Book

ORIENTATION: Human Development

SUBJECT CONTENT: Indians of North America, Government Relations. Race Questions in the United States.

COMMENT:

CLASSIFICATION

07 .
02 .

AUTHOR: Thoroman, E.C.

CORPORATE AUTHOR:

TITLE: The Vocational Counseling of Adults and Young Adults

PRICE:

DATE: 1968

195 **PAGE(s)**

SOURCE:
Houghton-Mifflin Company
2 Park Street
Boston, Massachusetts 02107

MEDIA: Book

ORIENTATION: Vocational Counseling

SUBJECT CONTENT: A philosophy of adult counseling. The importance of ego status in goal selection. Techniques and tools of adult counseling. Counseling for management positions. Veterans. Women in the labor market. Counseling the seriously disabled. Senior Citizens as a potential worker. Junior college counseling. Status of adult counseling in the future.

COMMENT: An attempt to provide a balance between the conceptual, and the practical problems of working with adults.

CLASSIFICATION

07. ____ 03. ____ 06. 06

____ . ____ ____ . ____ ____ . ____

AUTHOR: Toffler, Alvin

CORPORATE AUTHOR:

TITLE: Future Shock

PRICE: **DATE:** 1970 **PAGE(s)**

SOURCE: Bantam Book
New York, N.Y.

MEDIA: Book

ORIENTATION:

Social Change
Educational Strategies
Systems Analysis
Systems Approach
Human Development
Adult Education
Social Services

SUBJECT CONTENT: Toffler deals with the topic of societal change, transcience, cybernation, automation, and computerization of our rapidly moving society. He discusses the effects not only of change but the process of change and the effects upon individuals within present day society. Change is the process by which the future invades our lives, and it is important to look at it closely, not merely from the grand perspective of history, but also from the vantage point of the living, breathing individuals who experience it. He provides valuable insights into the future of present day society and the future trends that are now resulting from social-psychological variables.

COMMENT:

CLASSIFICATION

07.

AUTHOR: Valentine, Charles

CORPORATE AUTHOR:

TITLE: Culture and Poverty: Critique and Counter Proposals

PRICE: **DATE:** 1969 216 **PAGE(s)**

SOURCE: University of Chicago Press
Chicago, Illinois

MEDIA: Book

ORIENTATION: Social Change
Human Development

SUBJECT CONTENT: Poverty in the U.S. Bibliography

COMMENT:

CLASSIFICATION

07 .	04 .	02 .
.	.	.

AUTHOR: Westervelt, E., and Deborah A. Fixter

CORPORATE AUTHOR:

TITLE: Women's Higher and Continuing Education: An Annotated Bibliography with Selected References on Related Aspects of Women's Lives

PRICE:

DATE: 1971

67 PAGE(s)

SOURCE: College Entrance Examination Board
888 Seventh Avenue
New York, N.Y. 10019

MEDIA: Book

ORIENTATION: Listing of selected references
Women's Education Working Women
Counselors

SUBJECT CONTENT: Education of women-Bibliography. Women's colleges-Bibliography.

COMMENT:

CLASSIFICATION

07 . ______ ____ . ______ ____ . ______

____ . ______ ____ . ______ ____ . ______

AUTHOR: Yetti, F.

CORPORATE AUTHOR:

TITLE: Choice: The Issue of Black Survival in America

PRICE: DATE: 1971 PAGE(s)

SOURCE: Putnam

MEDIA: Book

ORIENTATION: Human Development

SUBJECT CONTENT: Access to subject content information not available to reviewer.

COMMENT:

BEST COPY AVAILABLE

IV.

Special Documents

CLASSIFICATION 02. 05. 06.

CORPORATE AUTHOR: Floyd T. Christian, Superintendent
Board of Public Instruction
Pinellas County, Florida

TITLE: Guidance Services for Adults

DATE: July, 1963 38 **PAGE(s)**

SOURCE: Same as above

MEDIA: Paper

ORIENTATION: Adult Counseling
Counseling Competencies

This paper describes the following job areas for an adult guidance center personnel coordinator and for an adult counselor.

1. Definitions of Responsibilities
2. Typical Duties
3. Counseling
4. Testing
5. Miscellaneous
6. Competencies
7. Desirable Background

An adult counselor is defined as "a specialist in the guidance area and is assigned the responsibility for interviewing and counseling individuals for, as well as students already enrolled in, the Adult and Vocational Education Program. He works directly with these counselees in helping them to prepare for work in their chosen fields. He reviews the personal, educational, and occupational history of these adults to aid in self-understanding and to provide information for vocational planning. The adult counselor has no administrative responsibility. He works with the principals of the evening high school program and works under the immediate administrative authority of the...Coordinator of Guidance unless specifically assigned to a position requiring other supervision."

Some of the listed competencies for an adult counselor include:

1. Working harmoniously with adults in counseling situations
2. Interpreting technical information to the professional staff, adult students and lay public
3. Having a sound knowledge of different tests (including various aptitude tests, the Otis Employment Test, Lorge-Thorndike Intelligence Test, Bell Adjustment Inventory, Diagnostic Reading Survey, and others)
4. Using the results of evaluation and research for improving the adult guidance program
5. Coordinating the services with educational and community resources

CLASSIFICATION 04. 01. 05.

AUTHOR: Hoyt, Kenneth B.

TITLE: Counselor Competencies Needed in Career Education

DATE: 1973 4 **PAGE(s)**

SOURCE: Kenneth B. Hoyt
University of Maryland

MEDIA: Paper

ORIENTATION:
Competencies
Counseling and Guidance
Career Education
Systems Analysis
Career Change

In this paper Hoyt discusses the competencies that counselors involved in career education should possess. He suggests five changes that need to occur in the counselor role:

1. Active agent of curriculum change
2. Active collaborator to classroom teachers
3. Active involvement with the business-industry-labor community
4. More active involvement in job placement
5. More involvement in career guidance functions

This document defines a "competency" as "a skill that one is able to execute in an effective fashion. In this sense, it can be differentiated from 'knowledge' defined as substantive, cognitive content. It can also be differentiated from 'role' which can be defined as a set of occupational goals for a given practitioner."

Hoyt has identified 20 competencies he feels are needed by career education counselors. They are as follows:

1. Competency in taking occupational and career information, regardless of the system utilized in presenting it, and placing all of it into a comprehensive picture of our occupational society consistent with the philosophy and organizational structure of any given career education program.

2. Competency in helping teachers, at the educational level in which the counselor is employed, discover and become knowledgeable concerning the career implications of their subject matter.

3. Competency in helping classroom teachers, at the educational level in which the counselor is employed, devise, formulate, and execute action plans for infusing career implications of their subject matter into lesson plans.

4. Competency in helping teachers, school administrators, curriculum specialists, parents, and the general public understand the nature, mission, and goals of the career education movement.

5. Competency in helping students view vocational education opportunities at the secondary school level as differing in kind from other educational opportunities available to a degree that students will be able to make reasoned choices from among all such possible opportunities.

6. Competency in helping secondary school students view various forms of post high school educational opportunities (including college, occupational education, OJT, apprenticeship, and armed forces) as differing in kind to a degree that students will be able to make reasoned choices from among all such possible opportunities.

7. Competency in utilizing the resources of the business-industry-labor community as aids to students in the career exploration and career decision making processes.

8. Competency in utilizing the resources of the total community in helping all secondary school students who desire to do so engage in work experience and work-study programs.

9. Competency in utilizing the resources of the business-industry-labor community and the public employment service in establishing and operating a part-time job placement program for secondary school students and a full-time job placement program for school leavers.

10. Competency in helping students, both individually and in groups, engage in the career decision-making process to a degree consistent with students' levels of career development.

11. Competency in helping students, both individually and in groups, become aware of and further develop work values as a part of their personal value systems.

12. Competency in helping students, both individually and in groups, better understand their aptitudes and career interests through the use of both tests and non-testing student appraisal procedures.

13. Competencies in career counseling, occupational counseling, and job counseling to a degree that both counselor and client recognize the clear and distinct differences existing among these three possible counseling topics.

14. Competency in utilizing computerized career counseling systems, including those concerned with personal assessment, with career information, with job data banks, with educational data banks, and with career counseling.

15. Competency in communicating career guidance needs (both educational and occupational) of students to curriculum experts and educational decision makers in ways that form a significant portion of the base data required for possible changes in curricular offerings that should be made available to youth.

16. Competency in providing data to parents in such a form and in in such a way that parents have a clear and accurate understanding and acceptance of various kinds of educational and career opportunities that can be expected to be available to their children.

17. Competency in providing data to those interested in combating both racism and sexism in our educational and occupational society in ways that will make both educational and career opportunities more open and available to all youth, regardless of race or sex.

18. Competency in utilizing the services and talents of support personnel in career guidance.

19. Competency in working with counselors from other settings in providing continuing career guidance services to both in-school and out-of-school youth and adults in the community.

20. Competency in establishing sound working relationships with community groups (such as the local Chamber of Commerce, service clubs, labor unions, etc.) who are interested in and concerned about career guidance and counseling.

In addition, Hoyt presents a model for career counseling that emphasizes the following components:

1. The career conscious individual
2. Self-knowledge and interpersonal skills
3. Life career planning knowledge and skills
4. Knowledge of work and leisure worlds
5. Basic studies and occupational preparation

CLASSIFICATION 02. 03.

AUTHOR: Nejedlo, Robert J.

TITLE: Counseling: A Central Component in Adult Education

23 **PAGE(s)**

SOURCE:
Project Act VIII
Department of Education
Room 40, Liberal Arts Building
Colorado State University
Fort Collins, Colorado 80521

MEDIA: Paper

ORIENTATION:
Adult Counseling
Adult Education

The purpose of this paper is to establish that counseling is a central component in adult education and further impart a broad understanding of the counseling function. In accomplishing this, Nejedlo considers and examines the emphasis on counseling in adult education to date, psychological bases for counseling adults, the scope of counseling services, the effective adult counselor, selection and training of adult counselors, social and political ethics in counseling, and concludes with vital directions for adult counseling

Following are representative quotes from each of these sections in the paper.

I. Historical Perspective on Counseling Adults

> "Following a review of the literature it becomes evident that little has been reported in the literature prior to 1960 and that since that time a steady increase is noticeable indicating a trend toward the value and importance of adult counseling in adult education. Professionals in the field like Abercrombie, Farmer, Kaback and Thompson have established the point that adult counseling is not only needed, but central to the concept of adult education."

II. Psychological Bases for Counseling Adults

> "Whether or not adult students have problems, their needs encompass what Maslow (1954) described as the basic needs leading to self-actualization. These are psychological needs, safety needs, belongingness and love needs and esteem needs. These needs are brought into the counseling relationship when they involve admission counseling, aptitude and interest counseling or placement counseling. All of them lead toward self-concept and self-realization."

III. Scope of Counseling Services

"The effective working combination of...five components--educational counseling, career counseling, personal counseling, related services and evaluation--can result in a good adult educational program becoming a better one."

IV. The Effective Adult Counselor

"Vontress and Thomas (1968, p. 280) summed it up when they wrote, '...the counselor's success is related to his skill in evaluating the individual's abilities and aspiration level, and in finding good opportunities for him.' "

V. Training of Adult Counselors

"The critical absence of adult counseling training programs points to the need for counselor education programs to develop courses in adult education."

VI. Social and Political Ethics in Counseling

"We live with the American myth that somehow the total of the citizens' occupational choice will equal the demand for those jobs which society needs. Realistically this is not true...somehow we must strive to maintain the balance between individual's choices and society's needs. Counseling at all levels can help to provide an acceptable outlet and resolution of the concerns people have. The social ethic causes us to be of assistance to our fellow man. The political ethic causes us to encourage the support of legislative funding in order that society's needs can more adequately match individual's needs."

VII. Directions for Adult Counseling

"Inherent in the sparseness of the professional literature and the absence of specific adult counseling training programs is that some strong, effective leadership force is needed which could be responsible for adult education and adult counseling to emerge as a high priority in federal and state legislation.

"A second direction...is that of promoting a closer working relationship between counselor education and adult education in providing adequate adult counseling preparation.

"Finally, the direction that I see the most number of people being able to follow is active participation in the various levels of counseling."

CLASSIFICATION 03. 04.

AUTHOR: Rosser, John R., Jr.

TITLE: Understanding Career Education As An Adult Educator

DATE: 1973 12 PAGE(s)

SOURCE: Paper presented at AEA-NAPCAE
National Conference, Dallas, Texas
October 30-November 2, 1973

MEDIA: Paper

ORIENTATION:
- Adult Education
- Career Education
- Curriculum
- Systems Approach

The relationship between Career Education and Adult Education is discussed in this document. The paper's stated purpose is "to define career education within adult education; identify adult education's concerns relative to other levels of education; and suggest activities to adult educators for positive action."

The definition used in the paper for adult education comes from a 1970 position statement concerning public school adult education by the Pennsylvania Department of Education's Bureau of Vocational, Technical and Continuing Education. It is as follows:

> "...an organized system of learning for out-of-school youth and adults whereby they may acquire the knowledge, skills and attitudes necessary to function at their optimum ability in today's society, as a citizen, a worker, a parent, and as an idividual."

The career education definition is from a June, 1973 publication by the Utah State Board of Education, Career Education ... A New Emphasis for Utah Schools. It is defined as:

> "...those parts of the educational system focused on providing the individual with the skills, understandings and values necessary for obtaining and succeeding in gainful occupations in which the individual makes his livlihood, and in the useful occupation of homemaking."

Using these definitions as a foundation, Rosser expands upon seven major ways in which adult education concerns are relative to career education objectives. These seven basic goals are presented below.

1. Understanding Oneself and Relationship with Others

   GOAL: Individuals will develop a sense of self-worth and a positive attitude toward others

2. Career Orientation and Information

   GOAL: Individuals will develop a growing awareness of career opportunities throughout the educational program

3. Economic Awareness and Consumer Competency

   GOAL: Each individual will understand the operation of the economic systems of our society and factors related to the national, local and individual economy

4. Career Skill Exploration

   GOAL: Each individual will acquire a knowledge of the skills necessary to function in a variety of career choices

5. Decision Making and Planning

   GOAL: Individuals will learn the steps in decision making and how to effectively plan for career development in an informed and responsible way

6. Specific Skill Development and Application

   GOAL: Each individual will develop the necessary competencies for entry-level employment in a career or careers of his choice

7. Placement, Stability, Advancement

   GOAL: Individuals will be able to demonstrate the competencies necessary to acquire employment, be successful on the job and continue to advance in the career of their choice

Adult education activities are seen as closely interlaced with career education activities. Career education, in fact, seems to offer a structure for adult education activities. The task of adult educators, according to Rosser, is to increase adult educators' awareness of career education elements in AE programs, to become more aware of opportunities for adult education to take part in, and make a specific effort to become advocates of change at all levels of education.

Rosser provides a framework with which adult educators might engage educators at all levels in interaction which defines the role of Adult Education within the concept of career education. The model presented in the paper considers career education as the central part of EDUCATION. It offers to education at all levels a conceptual structure within which educational programs focusing on careers can be considered, developed and operated. Ten key elements of career education from the perspective of adult education incorporated in the model are:

1. Career Education is a central part of Education
2. There are five phases of individual progression toward education for a career and life. The details of these phases pervade the literature of Career and Vocational education
3. The concept of life-long or continuous education is a fundamental fifth phase. It embodies changing careers as well as the maintenance functions related to careers
4. Children, youth, and adults engage in career education
5. Children and youth usually progress through elementary, secondary, vocational, and higher education to reach their career goals
6. Vocational education is a fundamental part of preparation and continuous education at the secondary, post-secondary, and community college levels
7. Adults (age 16 and above, out of regular school) are concerned with each of the five phases, but usually can spend less time with each phase. The adult must often be a worker as well as a student
8. Children and youth may leave the formal structure during any of the first four phases
9. Adult education provides for those who leave the formal setting short of career preparation. This includes the option of returning the individual to the formal setting, depending on objectives and resources

   Adult education working closely with the formal system can bring about the elimination of the term "drop-out" from career education. A person could be cycled out and/or back into the formal system

10. The needs of children and youth are ministered to in the school, the home, and the community by adults. The needs of these adults are the professional domain of adult educators in advancing the Career Education effort

CLASSIFICATION	02.	03.	
AUTHOR:	Taylor, Elizabeth R. (editor)		
TITLE:	A Guide for Adult Education Counselors		
DATE:	1970		27 **PAGE(s)**
SOURCE: :	New York State Education Department Division of Continuing Education Albany, New York		
MEDIA:	Book		
ORIENTATION:	Adult Counseling Counseling Effectiveness	Objectives Adult Education	

This guide incorporates a dual purpose. It presents broad dimensions of guidance and counseling services in adult basic education and it provides a structure on which to build inservice training experiences for counselors.

Consequently, users of this guide are advised to take into account any financial, personnel, time or student characteristics limitations and allow for appropriate modifications or adaptations.

In addition, this guide may be of value to administrators, teachers and counselors in establishing long-range objectives and short-term goals.

The counselor in the ABE setting is described as follows:

> "The new counselor in an ABE program faces the difficult task of comprehending his role in relation to a network of personnel. The ultimate goal is one of teamwork, cooperation, and coordination. The precise nature of this interaction with respect to teachers, supervisors, specialists, and teachers-in-charge is often defined within the individual ABE facility.
>
> "One common contribution, however, can be made by all counselors--the art of effective communication. More than any other member of the ABE staff, the counselor is in a position to become aware of the students' personal, social, educational, and vocational needs. The manner in which he functions and presents feedback can influence the attitudes of teachers, supervisors, and administrators."

Additional material elaborates upon the ABE Team (counselor-teacher and counselor-administrator relationships), ABE curriculum, New York State Employment Service, Community and Welfare Agencies and literature resources.

The second section of the guide expands upon the role and scope of the counselor in the ABE guidance and counseling program.

> "The ABE counselor functions within a system which is expressed through its program. This guidance and counseling system operates within the local ABE environment. The ABE environment, in turn, is a system functioning within a community environment. Progressively, the system-environment-system articulation moves through area, state, and region to the national level.
>
> "Of immediate concern to the counselor is his own system--guidance and counseling--and that system's environment, the ABE facility."

Supportive material in this section includes goals of the guidance and counseling program, services available within the program, evaluation criteria and techniques and related literature resources.

CLASSIFICATION 01. 05.

CORPORATE AUTHOR: Texas Division of Guidance Services

TITLE: The School Counselor: His Work Environment, Roles and Competencies

DATE: August/September, 1971 14 **PAGE(s)**

SOURCE:
Division of Guidance Services
Texas Education Agency
Austin, Texas

MEDIA: Paper

ORIENTATION:
Counseling and Guidance
Instructional Systems
Roles Competencies
Programs

This paper presents the principles which call for the certification of counselors on the basis of demonstrated performance competencies. An integral step in the establishment of the performance competencies is the adoption of a role statement on the work of the school counselors.

The first of the three sections deals with the school counselor as a person. A number of qualities desirable in a counselor are listed, not as inclusive but as guidelines for colleges and universities in screening applicants for counselor training programs and for administrators in the selection and/or promotion of counselors in their school districts.

The work environment of the school counselor is the second major concern. Contributions of the school counselor are seen as "dependent upon the existence of an environment consistent with his responsibilities. The work environment of the counselor has freedom to exercise his competencies on a professional level." The principal characteristics of a psychological and physical environment are included.

Roles and competencies make up the third section. This section is broken down into four major sub-areas, with accompanying definitions, competencies, and examples of activities. These are as follows:

A. Planning, Organizing and Evaluation
Role--The counselor must be able to utilize a planning process to define needs and priorities and to determine appropriate objectives. The counselor must be able to organize personnel, physical resources, and activities in relation to the defined needs, priorities and objectives and evaluate the guidance program so as to maintain its contribution to the total educational program.

1. Competency-The counselor must be able to appraise the characteristics of individual pupils, describe the needs and potentialities of individuals, and identify individual differences.

2. Competency-The counselor must be able to assess the needs and/or expectations of the population(s) to be served.

3. Competency-The counselor must be able to determine guidance priorities based on identified needs.

4. Competency-The counselor must be able to formulate measurable objectives from identified needs and priorities.

5. Competency-The counselor must be able to formulate specific tasks relative to achieving objectives.

6. Competency-The counselor must be able to coordinate a continuing evaluation.

B. Counseling
Role--The counselor must be able to develop and maintain effective individual and group relationships and to provide assistance in educational, occupational, and personal needs and concerns.

1. Competency-The counselor must be able to formulate a model of counseling which includes steps and stages in the counseling process.

2. Competency-The counselor must be able to formulate a model for explaining individual behavior and considering possible changes.

3. Competency-The counselor must be able to understand the various kinds of group experiences in terms of goals or procedures.

4. Competency-The counselor must be able to establish counseling relationships within the limits of the ETHICAL STANDARDS of the American Personal and Guidance Association.

C. Consultation
Role--The counselor must be able to serve as a resource person for specific needs or concerns of individuals or groups.

1. Competency-The counselor must be able to formulate, orally and in writing, guidance concepts, services and programs in functional context to others.

2. Competency-The counselor must be able to formulate and maintain effective working relationships with members of all populations served.

3. Competency-The counselor must be able to demonstrate a proficiency and have a commitment to guide the development of every pupil in understanding the world of work, and additionally with either a salable skill for immediate employment or a realistic career plan.

D. Coordination
Role--The counselor must be able to coordinate data collection, activities, and procedures to facilitate the learning process.

1. Competency-The counselor must be able to formulate a model to utilize available data processing equipment for facilitating the processing and transmission of pupil data.

2. Competency- The counselor must be able to develop effective working relationships with, and between, members of the educational community.

3. Competency-The counselor must be able to formulate and coordinate studies.

4. Competency-The counselor must be able to interpret results of studies to staff, parents, pupils, and community agents and use the results in program development and revision.

5. Competency-The counselor must be able to internalize the theories, techniques, and materials of educational, occupational, and individual assessment.

6. Competency-The counselor must be able to conceptualize the operational structure of the school environment in order to effectively implement a program of guidance services.

7. Competency-The counselor must be able to formulate a model which will produce effective public relations for the guidance program.

CLASSIFICATION	02.	05.

CORPORATE AUTHOR: University of the State of New York

TITLE: Planning Models for Group Counseling

DATE: 1969 **35 PAGE(s)**

SOURCE:
The University of the State of New York
The State Education Department
Bureau of Continuing Education Curriculum Development
Albany, New York 12224

MEDIA: Booklet

ORIENTATION:

Adult Counseling	Training
Group Counseling	Systems Approach

The stated purpose of this publication is to provide planning models for successful counseling with adult groups. The models were constructed to meet the needs of the disadvantaged, a group characterized as unemployed, poor and undereducated. The major focus of the models is on the vocational success of these individuals. The trainee is assisted to perceive his role realistically and to plan his future place in society accordingly. Thus, self-evaluation and planning for future employment are major themes which run throughout the sessions.

This material was especially designed for adult groups preparing to enter the work force, but may be modified somewhat for use with non-college-bound secondary students. The materials are not a sequential course of study, nor do they encompass all the problems encountered by the disadvantaged worker. They are presented as planning models that counselors may adapt to the needs of their own clientele and the local conditions prevailing in their area.

Twenty-one themes have been utilized in this publication to illustrate various group counseling objectives. These themes include different forms of prejudice, self-evaluation techniques, problem-solving, personal feelings in various situations, decision-making, dealing with others, use of resources, and role-behavior, as well as others.

Each segment contains a list of objectives, a suggested time, implementation, suggested counselor's questions, examples of anticipated responses, possible discussion questions, and follow-up notes.

APPENDIX A: SEARCH PROCEDURES

The Adult Career Education Counseling Project was conducted in order to identify and define those competencies performed by counselors in working with an adult client. "Adult" is defined as one who is responsible for his own behavior or the behavior of others. In conjunction, a search was conducted for information relevant to the competencies needed by counselors of adults.

Certain parameters were established in relation to the search in line with Project objectives. Sources were limited to those within the United States. Materials were limited to those dated 1965 to the present. Search emphasis included Counseling and Guidance, Career and Occupational Related Education, and Adult Education. Materials included research reports (primary and secondary sources), popular literature (professional only--not general public), and instructional materials. Special aspects of interest included:

1. Roles (professional)
2. Performances (competencies)
3. Task analyses
4. Open-entry/open-exit
5. Individualized instruction
6. Behavioral objectives
7. Geriatrics
8. Career development
9. Adult
10. Training

Major search efforts included the National Referral Center, ERIC (North Carolina Science and Technical Research Center, ERIC-Vocational/Technical, and ERIC--Counseling & Guidance), DATRIX, AE Abstracts (National Multimedia Center for ABE), Educational Digest, APGA Guidance Monographs, Psychological Abstracts, SRIS/PDK, and MCCCP resources, Career Education files, and Guidance study tapes from the Northwest Regional Educational Laboratory.

Three thousand multimedia Adult Education Abstracts were reviewed of which 67 were classified for inclusion in the literature document. The Educational Digest was surveyed from January, 1960 to July, 1973 to identify relevant journal articles related to adult counseling, career education in adult education and competency-based counseling and guidance systems. A sample of journals surveyed were:

1. Adult Leadership
2. Adult Education
3. Junior College Journal
4. Personnel and Guidance Journal
5. Journal of College Student Personnel
6. School and Society
7. Journal of Education

8. Peabody Journal of Education
9. Journal of the National Association of Women, Deans and Counselors
10. Phi Delta Kappan
11. Counselor Education and Supervision
12. Journal of Educational Psychology
13. Journal of Applied Psychology

The Competency-Based Manpower and Community College Counseling Program (MCCCP) bibliography and related research articles identified by the Project were reviewed. Documents which were relevant to the Adult Career Education Counseling Project were selected for inclusion in the literature review.

The American Personnel Guidance monographs were reviewed and documented for inclusion of articles in the literature document. The Counselor's Information Source produced by B'nai B'rith Career and Counseling Services were reviewed for documents specifically dealing with educational and career guidance systems designed for adult students.

The primary source utilized in NWREL Career Education files was the Career Education Access Directory, produced as a part of a Career Education Concept Study for the National Institute of Education. Documents relating to Adult Counseling and Guidance and Career Education in Adult Education were selected for inclusion in this literature review document. Documents in the Career Education library, but not referenced in the Directory, were also reviewed for inclusion.

In addition, relevant chapters or articles appearing in books, monographs or pamphlets were reviewed and documented for inclusion. Telephone contacts were established with a variety of the information sources and additional information resulting was shared with Project staff.

In searching ERIC, the following list of descriptors was compiled from the ERIC Thesaurus. This same list was also used to identify orientation of each item on the Materials Resume form.

DESCRIPTOR GROUP A

Counseling and Guidance descriptors

Adult Counseling
Behavioral Counseling
Educational Counseling
Family Counseling
Group Counseling
Guidance Counseling
Individual Counseling
Nondirective Counseling
Rehabilitation Counseling

DESCRIPTOR GROUP A cont'd

Vocational Counseling
Counselors
Counseling Effectiveness
Counseling Goals
Counseling Instructional Programs
Counseling Services
Counseling Theories
Counselor Acceptance
Manpower Utilization
Pupil Personnel Services
Counseling Programs
Counseling Centers
Pupil Personnel Workers
Case Studies (Education)
Micro Counseling
Parent Counseling

DESCRIPTOR GROUP B

Adult related descriptors

Adult Basic Education
Adult Education
Adult Programs
Adult Educators
Adult Social Services
Adult Students
Public School Adult Education
Migrant Adult Education
Professional Continuing Education
Labor Education
Literacy Education
Adults
Adult Learning
Adult Development
Adult Dropouts
Adult Social Services
Middle-Aged
Older Adults
Young Adults
Career Change
Human Development
Social Responsibility
Working Women
Women Education
Housewives
Developmental Tasks

DESCRIPTOR GROUP B cont'd.

Adult Vocational Education
Manpower Utilization Programs
Community Services
Career Planning
Vocational Adjustment
Vocational Development
Vocational Interests
Career Development
Job Placement
Leisure Time
Vocational Education

DESCRIPTOR GROUP C

Training for competent performance related descriptors

Job Analysis
Complexity Level
Employment Qualifications
Task Performance
Critical Incidents Method
Task Analysis
Instructional Systems
Counseling Instructional Programs
Teaching Procedures
Educational Strategies
Micro Counseling
Systems Approach
Systems Analysis